

National Aeronautics and Space Administration

Headquarters

Washington, DC 20546-0001



May 9, 2019

Reply to attn. of: Office of Communications

Ms. Katherine Anthony
American Oversight
1030 15th Street, NW
Suite B255
Washington, DC 20005
foia@americanoversight.org

Re: FOIA Tracking Number 19-HQ-F-00239

Dear Ms. Anthony:

This is our final response to your Freedom of Information Act (FOIA) request to the National Aeronautics and Space Administration (NASA), dated January 18, 2019, and received in this office on January 28, 2019. You seek the following:

- 1) Records identifying “political appointees” with NASA since January 20, 2017, including their titles;
- 2) Records identifying career employees detailed into a leadership office or component front office since January 20, 2017, including their titles while on detail, originating agency/component and prior title;
- 3) Names and resumes of anyone from transition teams or beachhead teams who joined NASA in a full-time capacity, either as a career, political, or administratively determined position since January 20, 2017;
- 4) For items 1-3 the following should be included:
 - a. Resume;
 - b. Conflict or ethics waivers or authorizations;
 - c. Records reflecting any recusal determination made/issued for the individual;
 - d. SF-50s reflecting any change in position or title.

In response to your request we conducted a search of NASA’s Office of Human Capital Management (HCM) using the information provided in your request. That search identified the enclosed records responsive to your request.¹ We reviewed the responsive records under

¹ Please note that HCM does not maintain resumes for James Bridenstine or Suzanne Gillen; however, please note that bios for NASA leadership, including those individuals, are available on NASA’s website at www.nasa.gov/about/org_index.html.

the FOIA to determine whether they may be disclosed to you. Based on that review, this office is providing the following:

28 page(s) are released in full (RIF);
76 page(s) are released in part (RIP);
 _____ page(s) are withheld in full (WIF);
 _____ page(s) are duplicate copies of material already processed;
 _____ page(s) not provided were referred to another entity.

NASA redacted from the enclosed documents certain information pursuant to exemption 6. Exemption 6 allows withholding of “personnel and medical files and *similar files* the disclosure of which would constitute a clearly unwarranted invasion of personal privacy.” 5 U.S.C. § 552(b)(6)(emphasis added). NASA invokes exemption 6 to protect Social Security numbers, dates of birth, home addresses, telephone numbers, marital status, non-job-related interests, medical or financial information, religious affiliations or references to religious activities, and other personal information.

Appeal

You have the right to appeal my action regarding your request. Your appeal must be received within 90 days of the date of this response. Please send your appeal to:

Administrator
 NASA Headquarters
 Executive Secretariat
 ATTN: FOIA Appeals
 MS 9R17
 300 E Street S.W.
 Washington, DC 2054

Both the envelope and letter of appeal should be clearly marked, “Appeal under the Freedom of Information Act.” You must also include a copy of your initial request, the adverse determination, and any other correspondence with the FOIA office. In order to expedite the appellate process and ensure full consideration of your appeal, your appeal should contain a brief statement of the reasons you believe this initial determination should be reversed. Additional information on submitting an appeal is set forth in the NASA FOIA regulations at 14 C.F.R. § 1206.700.

Assistance and Dispute Resolution Services

For further assistance and to discuss any aspect of your request you may contact:

Nikki N. Gramian
 Principal Agency FOIA Officer
 Freedom of Information Act Office
 NASA Headquarters

300 E Street, S.W., 5P32
Washington D.C. 20546
Phone: 202-358-0625
Email: Nikki.N.Gramian@nasa.gov

Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services it offers. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, e-mail at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

Important: Please note that contacting any agency official including the undersigned, NASA's Chief FOIA Public Liaison, and/or OGIS is not an alternative to filing an administrative appeal and does not stop the 90 day appeal clock. If you have further questions, please feel free to contact me at Stephanie.k.fox@nasa.gov or 202-358-1553.

Sincerely,

A handwritten signature in blue ink that reads "Stephanie K. Fox". The signature is written in a cursive, flowing style.

Stephanie K. Fox
FOIA Team Lead / Chief FOIA Public Liaison

Political Appointees From January 2017

Name	Pay Plan	Series	Grade	Position Title	Opm	Type Of Appointment	Desc	EOD	Date Separation	Note
ASHCRAFT, ZACCHAERY DAVID	GS	301	11	MEDIA RELATIONS SPECIALIST		SCHED C (EXC SVC NONPERM)		4/3/2017	11/10/2018	
ASHCRAFT, ZACCHAERY DAVID	GS	301	12	MEDIA RELATIONS SPECIALIST		SCHED C (EXC SVC NONPERM)		11/11/2018		
AUTRY, GREGORY WILLARD	ES	301	0	WHITE HOUSE LIAISON		LIMITED TERM (SES NONPERM)		1/20/2017	2/23/2017	Transition Team. No SF-50 - record not available/transferred out/archived
BRIDENSTINE, JAMES FREDERICK	EX	301	2	ADMINISTRATOR		PRESIDENTIAL/SENATE APPT		4/23/2018		Bio available at www.nasa.gov/nasa-leadership
DEWIT, JEFFREY JAMES	EX	301	4	CHIEF FINANCIAL OFFICER		PRESIDENTIAL/SENATE APPT		4/3/2018		Bio available at www.nasa.gov/nasa-leadership
DIMOCK, JONATHAN WILLIAM	GS	301	13	SPECIAL ASSISTANT TO THE AA		SCHED C (EXC SVC NONPERM)		2/13/2017	5/13/2017	PROVISIONAL APPT NTE 6/13/17
DIMOCK, JONATHAN WILLIAM	GS	301	13	WHITE HOUSE LIAISON		SCHED C (EXC SVC NONPERM)		5/14/2017	9/29/2018	
DIMOCK, JONATHAN WILLIAM	GS	301	13	PROGRAM SPECIALIST		SCHED C (EXC SVC NONPERM)		9/30/2018		
EDEN, BRANDON TROY	GS	301	15	SPECIAL ASSISTANT TO ADMINISTRATOR		SCHED C (EXC SVC NONPERM)		1/20/2017	5/13/2017	Transition Team. PROVISIONAL APPT NTE 5/19/17
EDEN, BRANDON TROY	GS	301	13	LEGISLATIVE AFFAIRS SPECIALIST		SCHED C (EXC SVC NONPERM)		5/14/2017	9/15/2018	
EDEN, BRANDON TROY	GS	301	14	SUPV LEGISLATIVE AFFAIRS SPECIALIST		SCHED C (EXC SVC NONPERM)		9/16/2018		
EICHAMER, KRISTEN MARIE	GS	301	9	DEPUTY PRESS SECRETARY		SCHED C (EXC SVC NONPERM)		8/27/2018		
GILLEN, SUZANNE MATWYSHEN	ES	301	0	ASSOC. ADMIN. FOR LEG. & INTER. AFF.		NONCAREER (SES PERM)		1/31/2019		Bio available at www.nasa.gov/nasa-leadership
INCLAN AGEN, BETTINA GRACE	ES	301	0	AA FOR COMMUNICATIONS		NONCAREER (SES PERM)		12/17/2018		Bio available at www.nasa.gov/nasa-leadership
KARIKA, JANET CLAIRE	ES	301	0	CHIEF OF STAFF		NONCAREER (SES PERM)		11/26/2018		
KENNEDY, GREGORY DAVIS	ES	301	0	SENIOR ADVISOR FINANCE/BUDGET		LIMITED TERM (SES NONPERM)		1/20/2017	3/17/2017	Transition Team. No SF-50 - record not available/transferred out/archived
LIESVELD, RODNEY PAUL	GS	301	15	SENIOR ADVISOR FOR EPP		SCHED C (EXC SVC NONPERM)		1/20/2017	3/31/2018	Transition Team. No SF-50 - record not available/transferred out/archived
MANDREUCCI, CHRISTINA MARIE	GS	301	9	SOCIAL MEDIA SPECIALIST		SCHED C (EXC SVC NONPERM)		11/13/2017	3/17/2018	
MASINO, SCOTT J	GS	301	15	SPECIAL ASSISTANT TO ADMINISTRATOR		SCHED C (EXC SVC NONPERM)		2/11/2019		
MORHARD, JAMES WILLIAM	EX	301	3	DEPUTY ADMINISTRATOR		EXECUTIVE (EXC SVC NONPERM)		10/17/2018		
NOBLE, ERIK ULYSSES	ES	301	0	SENIOR WHITE HOUSE ADVISOR		LIMITED TERM (SES NONPERM)		1/20/2017	4/1/2017	Transition Team. No SF-50 - record not available/transferred out/archived
POWERS, MEGAN KELLY	GS	301	13	SENIOR ADVISOR/PRESS SECRETARY		SCHED C (EXC SVC NONPERM)		4/30/2018	1/11/2019	
RYDIN, MATTHEW MONTGOMERY	GS	301	13	SOCIAL MEDIA SPECIALIST		SCHED C (EXC SVC NONPERM)		5/14/2018		
SHERMAN, GABRIEL JEFFERY	ES	301	0	SENIOR ADVISOR		NONCAREER (SES PERM)		5/29/2018	9/1/2018	
SHERMAN, GABRIEL JEFFERY	ES	301	0	DEPUTY CHIEF OF STAFF		NONCAREER (SES PERM)		9/2/2018		
SYMONDS, TORI QUINN	GS	301	11	LEGISLATIVE AFFAIRS SPECIALIST		SCHED C (EXC SVC NONPERM)		4/3/2017	7/7/2018	
TEITELBAUM, SHARON LEE	GS	301	11	EXECUTIVE ASSISTANT		SCHED C (EXC SVC NONPERM)		4/30/2018		
WAKSMAN, JEFF LAWRENCE	GS	301	15	SPECIAL ASSISTANT TO ADMINISTRATOR		SCHED C (EXC SVC NONPERM)		1/20/2017	5/19/2017	Transition Team. PROVISIONAL APPT NTE 5/19/17/
WAKSMAN, JEFF LAWRENCE	GS	301	15	SPECIAL ASSISTANT TO ADMINISTRATOR		SCHED C (EXC SVC NONPERM)		5/20/2017	8/19/2017	
WAKSMAN, JEFF LAWRENCE	GS	301	14	POLICY ANALYST		SCHED C (EXC SVC NONPERM)		8/20/2017	3/26/2018	
WANG, JENNIFER RAE	GS	301	15	SPECIAL ASSISTANT TO ADMINISTRATOR		SCHED C (EXC SVC NONPERM)		1/20/2017	3/18/2017	Transition Team
WANG, JENNIFER RAE	ES	301	0	AA FOR COMMUNICATIONS		NONCAREER (SES PERM)		3/19/2017	5/26/2018	
WEEKS, TAYLOR LYNETTE	GS	301	9	INTERGOVERNMENTAL AFFAIRS SPECIALIST		SCHED C (EXC SVC NONPERM)		11/13/2018		
WENRICH, MEGAN MIRANDA	GS	301	11	EXECUTIVE ASSISTANT		SCHED C (EXC SVC NONPERM)		5/14/2018		

Zacchaery Ashcraft

(b) (6)

(b) (6)

EDUCATION

The Ohio State University - Columbus, OH
Bachelor of Arts in Political Science

Graduation Date: June 2011

WORK EXPERIENCE

Ohio Attorney General - Columbus, OH

Central Ohio Regional Director – (January 2014 – Present)

§(b) (6)

- Official representative for the Ohio Attorney General's Office in 8 counties covering central Ohio.
- Responsible for building and maintaining relationships with local, state and federal law enforcement agencies; businesses; non-profits; local, state and federal government leaders; trade associations and influential citizens within my region.
- Engaging in public relations on behalf of the Attorney General to advance our policy goals, including extensive public speaking engagements.
- Planning and organizing various events for the Attorney General (i.e., speeches, public forums, meet-and-greets, opiate addiction conferences, etc.) across my region and in other states.
- Extensive experience advancing and staffing the Attorney General, as well as managing press avails.
- Collaboration with local, state and federal government officials on various projects and events.
- Previously served as Southeast Ohio Regional Director covering 16 counties in southeastern Ohio.

Donald J. Trump for President, Inc. - Columbus, OH

§(b) (6)

Central Ohio Field Representative – (August 2016 – November 2016)

- Official representative for the Donald J. Trump for President, Inc. field operations in 10 counties covering central Ohio and parts of southern Ohio.
- Responsible for engaging and coordinating efforts with various organizations, county political parties, coalitions, volunteers, elected officials and political campaigns on behalf of the campaign.
- Planned and organized events (i.e., rallies, meet-and-greets, grassroots events, etc.) for candidates and their surrogates throughout my region, including extensive grassroots crowd building.
- Advanced and staffed various events for the Presidential and Vice Presidential candidates, as well as their surrogates, in my region and throughout the state.
- Coordinated efforts to recruit volunteers with Ohio Victory for our grassroots outreach efforts.
- Worked with our Communication Team to assist various local and national media outlets with their requests.
- Often worked under short time constraints and collaborated with a team to solve problems.

Ohio Treasurer of State - Columbus, OH

§(b) (6)

Project Management Officer – (March 2013 – January 2014)

- Worked on various projects for Financial Education, Economic Development and the Regional Representatives departments.
- Responsible for planning, organizing, advancing and staffing events (i.e., financial education seminars, business tours, roundtable discussions with business owners, Treasurer visits, etc.) throughout the state.
- Represented the office at various public events (i.e., public meetings, dinners, ribbon cuttings, award ceremonies, etc.) including speaking engagements.
- Developed and implemented strategies for expanding outreach and increasing public profile.

Ohio Victory - Columbus, OH

§(b) (6)

Field Manager – Franklin County (July 2012 – November 2012)

- Field representative for Ohio Victory grassroots outreach efforts for Franklin County.
- Responsible for engaging, recruiting and coordinating volunteers, political organizations and local campaigns for grassroots voter contact efforts in my region.

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) ASHCRAFT, ZACCHAERY DAVID					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 04/03/2017						
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number MEDIA RELATIONS SPECIALIST NA000 1042642										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis		16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 11	19. Step or Rate 05	20. Total Salary/Award 75377		21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 59305		20B. Locality Adj. 16072		20C. Adj. Basic Pay 75377		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 7					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 04/03/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 04/03/17. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212 APPOINTMENT IS INDEFINITE. APPROVED BY OPM ON 03/15/2017 IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170652582 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 03/28/2017											

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) ASHCRAFT, ZACCHAERY DAVID				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 11/11/2018							
FIRST ACTION				SECOND ACTION											
5-A. Code 570		5-B. Nature of Action CONV TO EXC APPT		6-A. Code		6-B. Nature of Action									
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348		6-C. Code		6-D. Legal Authority									
5-E. Code		5-F. Legal Authority		6-E. Code		6-F. Legal Authority									
7. FROM: Position Title and Number MEDIA RELATIONS SPECIALIST NA000 1042642				15. TO: Position Title and Number INTERGOVERNMENTAL AFFAIRS SPECIALIST VA010 1050771											
8. Pay Plan GS	9. Occ. Code 0301	10. Grade or Level 11	11. Step or Rate 05	12. Total Salary 77109	13. Pay Basis PA	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 12	19. Step or Rate 05	20. Total Salary/Award 92421	21. Pay Basis PA				
12A. Basic Pay 60138		12B. Locality Adj. 16971		12C. Adj. Basic Pay 77109		12D. Other Pay 0		20A. Basic Pay 72080		20B. Locality Adj. 20341		20C. Adj. Basic Pay 92421		20D. Other Pay 0	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS OUTREACH & INTERGOVMNTL AFFAIRS DIV WASHINGTON,DC									
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)						28. Annuitant Indicator				29. Pay Rate Determinant 7					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 04/03/2017		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 5929					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6). POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212 (b) (6) SERVES AT THE WILL OF THE PRESIDENT IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 181189883 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 11/09/2018											

Greg Autry - Curriculum Vitae

Email: (b) (6)

Phone: (b) (6)

Education

PhD 2013	University of California, Irvine, The Paul Merage School of Business Management, Economics & Public Policy (+ Strategy Comprehensive)
MBA 2002	University of California, Irvine, The Paul Merage School of Business
BA 1999	California Polytechnic University, Pomona History (+ 72 units of Computer Science)

Dissertation

Title: *Governmental Roles in the Emergence of New Communities of High Technology Organizations*

Committee: Peter Navarro, Claudia Bird Schoonhoven, Yan Gong

Proposal Defended: July 18, 2012; **Dissertation Defended:** July 25, 2013 **PhD Awarded:** September 2013

Description: This dissertation examined the influence of government on the environment in which a new community of entrepreneurial organizations emerges. The research context is New Space, entrepreneurial firms pursuing space related businesses. This dissertation contributes to the entrepreneurship, community ecology and institutional theory literatures.

Research Interests

Governmental influence on entrepreneurial environments
Entrepreneurial strategies in reaction to governmental policy
Commercial Spaceflight Industries
Innovation policy, trade policy, technology transfer and national competitive advantage

Publications

Published Book

Navarro, P. and Autry, G. 2011. *Death by China: Confronting the Dragon, A Global Call to Action*. Prentice Hall / Pearson.

Text Book Contracted for Publication

Autry, G and Huang, L. *Small Business Management: The New Entrepreneurial Dynamic*. Proposal was peer reviewed and has been accepted for publication by SAGE. The anticipated publication date is July 2017.

Book in Progress

Autry, G. *The Meek Shall Inherit the Earth: The Entrepreneurial Space Race*. This book will survey the entrepreneurial teams creating spacecraft technology startups in the emerging community known as "New Space."

Selected Published Papers

Autry, G., Huang, L. 2014. "An Analysis of the Competitive Advantage of the United States of America in Commercial Orbital Human Spaceflight," *New Space Journal*. 2(2): 83-110 Research commissioned by the FAA Office of Commercial Space Transportation

Autry, G, Huang, Strawther, Zhu, "XCOR Aerospace: New Space, New Place?", a case study for the *Greif Center case study initiative at USC*

Autry, G, Huang, Dann, Kim, Siward, "RelishMIX: Building Social Media Management Tools for Hollywood", a case study for the *Greif Center case study initiative at USC*

Autry, G. 2011. "Space Policy, Intergenerational Ethics and the Environment," *Proceedings of the American Institute of Aeronautics and Astronautics Annual Conference (SPACE 2011)*, AIAA 2011-7033

Working Papers

Autry, G, "Mojave Spaceport: Entrepreneurship in the Public Sector", a case study for the *Greif Center case study initiative at USC*

Autry, G. "Governmental Roles in the Emergence of New Communities of Organizations: The View from New Space," targeted for *Entrepreneurship Theory and Practice*

Autry, G. "The Mandate of the Heavens: Entrepreneurs, NASA and Legitimacy Transfer in the Privatization of Spaceflight," targeted for *Strategic Entrepreneurship Journal*

Conference Papers

Autry, G. and Davidian, K. 2014 "Overview of U.S. National Competitive Advantage in Human Orbital Spaceflight," *Proceedings of the American Institute of Aeronautics and Astronautics Annual Conference (SPACE 2014)*

Huang, L. and Autry, G. "Rebels with a Cause: Perceptions, Beliefs, and the Cooperative Dynamics of Entrepreneurs in the Emergence of the New Space Industry," This paper was accepted for presentation at the 2014 Babson College Entrepreneurial Research Conference

Selected Business Press Articles

Autry, G. 2012. "New Space", *Global Trade*: 82-91.

Autry, G. and Navarro P. 2009. "Leveraging Business Cycle Ups and Downs," *Financial Executive Magazine*: 36 41.

Numerous in: The San Francisco Chronicle, The Los Angeles Times, The Orange County Register, The Baltimore Sun, Huffington Post. Regular Forbes Contributor.

Documentary Film

Navarro, P.; Zarinko, J.; Addis, M.; Autry, G.; Sheen, Martin, *Death by China*, 2012.

Selected Conference Presentations and Panels

"The View from Beijing: Chinese Space Efforts Past, Present and Future" *Space Technology and Investment Forum*, Plenary Session, August 2016

"China and the Trans Pacific Partnership" *Eagle Council*, St. Louis, Mo. August 2016

"Debate on the Trans Pacific Partnership v. Dan Ikenson, CATO" *American Manufacturing Strategies Summit*, Costa Mesa, California, November 2015

"Overview of U.S. National Competitive Advantage in Human Orbital Spaceflight" *American Institute of Aeronautics and Astronautics (SPACE 2014)*, San Diego, California, September 2014

Autry, G. "Overview of PARTS Analysis", *Emerging Space Industry Leaders Workshop*, Stanford University Department of Aeronautics and Astronautics, Stanford, California May 29-30, 2014

"Doing Business with China"
Heritage Foundation, Eagle Forum Collegians Summit Washington, D.C., July 19, 2013

"Space Policy, Intergenerational Ethics, and the Environment" *American Institute of Aeronautics and Astronautics (SPACE 2011)* Long Beach, California, September 2011

"Space Entrepreneurs"
Panel Moderator, American Institute of Aeronautics and Astronautics Annual Conference (SPACE 2011) Long Beach, California, September 2011

"California's New Space Industry"
Panel Moderator, California Democratic Party Convention, Sacramento, California, April 29, 2011

"Economic Forecast for Manufacturing"
National Association of Business Economists, Denver, Colorado, October, 2010

Congressional and Parliamentary Testimony and Presentations

"Cyber Attacks: An Unprecedented Threat to U.S. National Security"
Testimony to the U.S. House of Representatives, The U.S. House Foreign Affairs Subcommittee on Oversight and Investigations, Washington, D.C. March 21, 2013

"The Price of Public Diplomacy with China"
Testimony to the U.S. House of Representatives, The U.S. House Foreign Affairs Subcommittee on Oversight and Investigations, Washington, D.C. March 28, 2012

"Exposing the Cost of China's Cyber Assault Against America"
Defense Forum Foundation Policy Forum, Capitol Hill, Rayburn Congressional Office Building, Washington, D.C. September 20, 2013

"Grounding China's Reality Distortion Field"
Presented at the House of Commons, Ottawa, Canada, November 2, 2011

Teaching Experience

Assistant Clinical Professor, Fall 2014 – Current Lloyd Greif Center for Entrepreneurial Studies, Marshall School of Business, University of Southern California.
Undergraduate: Management of Small Business, Technology Entrepreneurship
Masters in Social Entrepreneurship Feasibility Analysis

Adjunct Lecturer, Winter 2014 The Paul Merage School of Business, University of California, Irvine. Full Time MBA and Fully Employed MBA (PM) Macroeconomics

Adjunct Professor, Fall 2013 - Spring 2014 Lloyd Greif Center for Entrepreneurial Studies, Marshall School of Business, University of Southern California.
Undergraduate Program
Management of Small Business

Adjunct Lecturer, Spring 2013 Argyros School of Business and Economics, Chapman University.
Undergraduate Macroeconomics

Teaching Assistant, 2008-2012 The Paul Merage School of Business, University of California, Irvine.
Full Time MBA, Fully Employed MBA, Executive MBA
Macroeconomics, Strategy Core, General Management Practicum

Adjunct Lecturer, 2003-2008 The Paul Merage School of Business, University of California, Irvine.
Full Time, Fully Employed, Executive, and Health Care MBA
New Ventures Management, Management of High Tech Companies, Business Dynamics, Macroeconomics.

Awards and Service

Appointed White House Liaison to NASA, 2017 (four month)
 Appointed to the Presidential Transition Team Agency Review Team for NASA, 2016
 PhD Class President, The Paul Merage School of Business, University of California, Irvine
 PhD (peer) Teaching Awards 2010 and 2011, "Good with MBA Students Award" 2012
 2012 - Outstanding Teaching Assistant: Full Time, Fully Employed, and Executive MBA cohorts
 2011 - Outstanding Teaching Assistant: Fully Employed and Executive MBA cohorts
 2010 - Outstanding Teaching Assistant: Full Time, Fully Employed, and Executive MBA cohorts
 Leader of the U.S. Young Scholar & Experts Delegation to the Republic of China, 2012
 Board Member, China California Heart Watch (charity), 2011-2012
 Board Member, American Jobs Alliance, 2012-
 Senior Economist, Coalition for a Prosperous America, 2013 -
 Member, Student Advisory Council on Sustainability Education, University of California Irvine, 2012-2013

Entrepreneurial and Professional Experience

2014- CoFounder 121c
Aerospace carbon fiber recovery and processing into consumer products including a skateboard.

1996-2014 Founder & CEO Network Corps
Enterprise application development firm focused on Health Care solutions. Sold network-engineering division to Enhanced Technologies, Corp in 2006.

1999-2000 Founder & CEO Wired Images
Digital Web Content production for PlanetRX.com

1994-1997 Technical Services Manager CompuCom
Managed service operations for IT solutions firm

1986-1994 Founder & CEO Doctor Micro Computer Services
Computer services firm sold to CompuCom Systems (NASDAQ: CMPC) in 1994

1983-1984 Software Engineer, Honeywell Training and Control Systems Division, West Covina CA.

1981-1994 Founder & CEO HAL LABS
Entertainment Software developer. Titles included: Atarisoft PAC MAN for Apple II. Founded in high-school, this firm was eventually reorganized by my partner as Future Point and sold to Blizzard Entertainment.

Academic References

Helena Yli-Renko, PhD, Director of the Lloyd Greif Center for Entrepreneurial Studies, Marshall School of Business, University of Southern California. (b) (6)

Peter Beerel, PhD, Associate Professor, Faculty Director of Innovation and Entrepreneurship in Engineering, Viterbi School of Engineering, University of Southern California

Peter Navarro, PhD, Director, White House National Trade Council. Professor of Public Policy and Economics, Merage School of Business, University of California, Irvine. (b) (6)

Margarethe Wiersema, PhD, Dean's Professor in Strategic Management, The Paul Merage School of Business, University of California, Irvine. Email: (b) (6)

Research Context and Governmental References

Dana Rohrabacher, Member of the United States House of Representatives. Science and Technology Committee. Contact information available upon request.

Jim Bridenstine, Member of the United States House of Representatives. Science and Technology Committee. Contact information available upon request.

Steve Knight, Member of the United States House of Representatives. Science and Technology Committee. Contact information available upon request.

Darrell Issa, Member of the United States House of Representatives. Contact information available upon request.

Mark Takano, Member of the United States House of Representatives. Science and Technology Committee. Contact information available upon request.

Hon. David Kilgour, Retired Member of Parliament, Secretary of State (Asia Pacific, Latin America, Africa), Canada (b) (6)

Stuart O. Witt, Former CEO Mojave Air and Spaceport. Former Chair Commercial Spaceflight Federation (b) (6)

Michael López-Alegría, NASA Astronaut. Former President Commercial Spaceflight Federation. (b) (6)

George Whitesides, CEO Virgin Galactic. Former Chief of Staff of the National Aeronautics and Space Administration (b) (6)

Kenneth Davidian, Director of Research, Office of the Chief Engineer, FAA Office of Commercial Space Transportation (b) (6)

Phil Larson, Senior Manager, SpaceX. Former Senior Advisor, the White House Office of Science and Technology Policy (b) (6)

Dan DiMicco, Chairman Emeritus of Nucor Steel (b) (6)

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) BRIDENSTINE, JAMES FREDERICK					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 04/23/2018			
FIRST ACTION					SECOND ACTION							
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action					
5-C. Code ZNM		5-D. Legal Authority PRESIDENTIAL/SENATE APPT			6-C. Code		6-D. Legal Authority					
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority					
7. FROM: Position Title and Number					15. TO: Position Title and Number ADMINISTRATOR AA000 1030276							
8. Pay Plan EX		9. Occ. Code 0301	10. Grade or Level 02	11. Step or Rate 00	12. Total Salary/Award 179700		21. Pay Basis PA					
12A. Basic Pay 179700		12B. Locality Adj. 0		12C. Adj. Basic Pay 179700		12D. Other Pay 0						
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC							
EMPLOYEE DATA												
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)		
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)			29. Pay Rate Determinant T				
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 01/03/2013		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period				
POSITION DATA												
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888				
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA									
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 04/23/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. INELIGIBLE FOR LEAVE. APPOINTMENT IS SUBJECT TO COMPLETION OF ONE YEAR TRIAL PERIOD BEGINNING 04/23/18. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. CONFIRMED BY SENATE ON 04/19/2018 IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.												
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 180786900 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN							
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 04/24/2018								

JEFFREY J. DEWIT

(b) (6)

Senior-level executive and elected public official with extensive financial and administrative background, entrepreneurial drive, strong communication and analytical skills. Experienced agency head, handled over \$32 Billion in yearly inflows and outflows with clean audits while managing over \$14 Billion in investments, with results that exceeded peers. Insightful and transformative leader with exceptional team-building skills and ability to successfully achieve aggressive goals while managing broad network of stakeholders. Proven public speaker with over 300 National TV appearances on such channels as CNN, Fox News, MSNBC, and Fox Business, and hundreds of speeches given at political and financial events.

EDUCATION

MBA – Master of Business Administration, with Honors (4.0 GPA)

UNIVERSITY OF ARIZONA – Tucson, Arizona

Bachelor of Science - Business Administration, Concentrations: Finance and Marketing

UNIVERSITY OF SOUTHERN CALIFORNIA (USC) - Los Angeles, California

Associate of Arts - Business and Accounting

SADDLEBACK COLLEGE - Mission Viejo, California

PROFESSIONAL EXPERIENCE

STATE OF ARIZONA - Phoenix, AZ

2015 - Present

State Treasurer - Serve as Arizona's Chief Banker and Investment Officer, overseeing more than \$32 Billion in transactions and \$14 Billion in state assets and as an investment manager for local governments. Also serve as Chairman of Arizona's State Board of Investment and State Loan Commission, as well as a member of State Land Selection Board. Maintain separate accounting system to provide check and balance on the state accounting system, and distribute investment earnings including the State Land Endowment Trust benefitting Arizona schools. Third in line of succession to Governor of Arizona.

During tenure, the Treasurer's office received annual clean audits while investment performance has been near the top nationwide. Some of the press releases of the last few years (available at AZTreasury.gov/news) are titled:

- "State Treasurer Jeff DeWit announces highest rating for Government Investment Fund." (09/26/2017)
- "\$366.3 Million of Funds distributed by Treasurer's office as all-time records reached for Arizona Endowment Fund." (08/03/2017)
- "Arizona Endowment Investments managed by State Treasurer's office sets new all-time record of \$5.57 Billion." (05/25/2017)
- "Arizona Endowment Investments managed by State Treasurer's office outperformed most endowments and pension funds in the United States." (12/08/2016)

For the previous year and a half, as a Treasurer candidate, traveled over 50,000 miles campaigning giving hundreds of speeches and met with voters in every part of Arizona. Became first statewide candidate to ever qualify in all fifteen Arizona counties, turning in 16,702 petition signatures for the ballot, well over the minimum of 5,651 qualifying signatures from three counties leading to a double-digit win over two established politicians.

BELLAVITA CAPITAL LLC / BELLAVITA PARTNERS LLC - Peoria, AZ

2008 - Present

Senior Partner - Organized a group of investors in 2008 to buy and turn-around distressed commercial properties, which grew to a multi-million dollar portfolio with a double-digit cap rate. Managed acquisition decisions, tenant contract negotiations, and site improvements.

ECHOTRADE LLC - Phoenix, AZ

1999 - 2013

President and Chief Executive Officer - Built a solid record of achievement and advancement through conceiving and creating one of the premier proprietary trading firms in the country. Founded company with 12 licensed professional exchange-member traders, and grew to over 500 traders trading over a billion shares a month. Consistent record of beating established revenue and growth goals; achieved over 50% growth for 4 straight years when competitors were shrinking. Led teams in trading strategy, risk management, exchange reporting, regulatory audits, and software development. Also managed the programming team and pioneered many software advancements and automated trading techniques, both for increasing revenue and lowering expenses.

BRIGHT TRADING LLC - Chicago, IL

1998 - 1999

Proprietary Equities Trader - Traded firm's account in equities and options, consistently ranked among the top 20 out of over 400 traders.

TRANSMARKET GROUP (TMG) - Chicago, IL

1997 - 1998

Market Maker, Full Member of Chicago Board of Trade (CBOT) - Traded the firm's futures account as a calendar month spread market maker in the Soybean Futures Pit as the Full Member of the Chicago Board of Trade. Responsible for all of the firm's activity in Soybean Futures.

SINGER-WENGER TRADING (SMW) - Chicago, IL

1995 - 1997

Market Maker, Full Member of Chicago Mercantile Exchange (CME) - Traded the firm's futures account as a calendar month spread market maker in the Eurodollar Futures Pit at the Chicago Mercantile Exchange as a Full Member of the Exchange.

SUTRO & CO. - Los Angeles, CA

1994 - 1995

Investment Consultant - Developed client base and ensured client retention by providing strategic investment recommendations based on evaluation of analyst reports covering fixed income and equity investing, consistent performance above quotas.

SMITH BARNEY SHEARSON - Los Angeles, CA

1992 - 1994

Financial Consultant - Served as Registered Representative in marketing the brokerage services to new and existing high net-worth clientele. Worked full-time during day and maintained full-time USC

degree status at night showing a strong work ethic and ability to manage a busy schedule. Consistently exceeded established account development and revenue generation goals.

BOARD MEMBERSHIPS

CHAIRMAN, STATE OF ARIZONA BOARD OF INVESTMENT	2015 - PRESENT
CHAIRMAN, STATE OF ARIZONA LOAN COMMISSION	2015 - PRESENT
MEMBER, FINANCIAL ADVISORY COMMITTEE TO THE AZ JOINT LEGISLATIVE BUDGET CMTE	2015 - PRESENT
MEMBER, STATE OF ARIZONA LAND SELECTION BOARD	2015 - PRESENT
MEMBER, ARIZONA FAMILY COLLEGE SAVINGS PROGRAM OVERSIGHT COMMITTEE	2015 - PRESENT
MEMBER, NATIONAL ASSOCIATION OF STATE TREASURERS FINANCIAL LITERACY BOARD	2016 - PRESENT
MEMBER, NAST FOUNDATION BOARD	2016 - 2017
CHAIRMAN, STATE OF ARIZONA DEBT OVERSIGHT COMMISSION	2015 - 2017
PRESIDENT, WESTERN STATE TREASURERS ASSOCIATION	2016
MEMBER, NATIONAL ASSOCIATION OF STATE TREASURERS EXECUTIVE COMMITTEE	2016
PRESIDENT, PLAZA DEL LAGO PROFESSIONAL OWNERS' ASSOCIATION	2011 - 2014
CHAIRMAN, ECHOTRADE LLC CORPORATE BOARD OF DIRECTORS	1999 - 2013

PROFESSIONAL CREDENTIALS

Certifications:

NACD Board Leadership Fellow (2015 - Current)

National Association of Corporate Directors (NACD)

National Institute of Public Finance (NIPF) Certificate in Public Treasury Management, Concentration: Executive Treasury Management, 2017

PEPPERDINE UNIVERSITY, Graziadio School of Business and Management - Malibu, CA

National Institute of Public Finance (NIPF) Certificate in Public Treasury Management, Concentration: Investments and Pensions, 2015

PEPPERDINE UNIVERSITY, Graziadio School of Business and Management - Malibu, CA

Securities Licenses Previously Held:

Financial Industry Regulatory Authority (FINRA) Series 7 - General Securities Representative

Financial Industry Regulatory Authority (FINRA) Series 24 - General Securities Registered Principal

Financial Industry Regulatory Authority (FINRA) Series 55 - Registered Equity Trader

Financial Industry Regulatory Authority (FINRA) Series 63 - Uniform Securities Agent

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) DEWIT, JEFFREY JAMES				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 04/03/2018			
FIRST ACTION				SECOND ACTION							
5-A. Code 170		5-B. Nature of Action EXC APPT		6-A. Code		6-B. Nature of Action					
5-C. Code ZNM		5-D. Legal Authority PRESIDENTIAL/SENATE APPT		6-C. Code		6-D. Legal Authority					
5-E. Code		5-F. Legal Authority		6-E. Code		6-F. Legal Authority					
7. FROM: Position Title and Number				15. TO: Position Title and Number CHIEF FINANCIAL OFFICER IA000 1042831							
8. Pay Plan EX	9. Occ. Code 0301	10. Grade or Level 04	11. Step or Rate 00	12. Total Salary 164200	13. Pay Basis PA	16. Pay Plan EX	17. Occ. Code 0301	18. Grade or Level 04	19. Step or Rate 00	20. Total Salary/Award 164200	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 164200		20D. Other Pay 0	
14. Name and Location of Position's Organization				22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF THE CHIEF FINANCIAL OFFICER WASHINGTON,DC							
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%				24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6)			
28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant 0		30. Retirement Plan (b) (6)		31. Service Comp. Date (Leave) 04/03/2018		32. Work Schedule F FULL-TIME	
33. Part-Time Hours Per Biweekly Pay Period											
POSITION DATA											
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code		37. Bargaining Unit Status 8888			
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 04/03/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. APPROVED BY SENATE ON 03/14/2018 INELIGIBLE FOR LEAVE. THE PAY RATE OF AN EMPLOYEE OCCUPYING A POSITION SUBJECT TO THE PAY FREEZE FOR CERTAIN SENIOR POLITICAL OFFICIALS SHALL BE BASED ON THE RATE OF PAY AND APPLICABLE PAY LIMITATIONS IN EFFECT ON DECEMBER 31, 2013 IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.											
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 180631784 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN					
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 03/26/2018							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) DEWIT, JEFFREY JAMES					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 04/03/2018					
FIRST ACTION					SECOND ACTION									
5-A. Code 002		5-B. Nature of Action CORRECTION			6-A. Code 170		6-B. Nature of Action EXC APPT							
5-C. Code		5-D. Legal Authority			6-C. Code ZNM		6-D. Legal Authority PRESIDENTIAL/SENATE APPT							
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority							
7. FROM: Position Title and Number					15. TO: Position Title and Number CHIEF FINANCIAL OFFICER IA000 1042831									
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan EX	17. Occ. Code 0301	18. Grade or Level 04	19. Step or Rate 00	20. Total Salary/Award 155500	21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 155500		20B. Locality Adj. 0		20C. Adj. Basic Pay 155500		20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF THE CHIEF FINANCIAL OFFICER WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
(b) (6)					28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant T					
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 04/03/2018		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA														
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks CORRECTS ITEM NUMBER 20 FROM 164200 CORRECTS ITEM NUMBER 20A FROM 164200 CORRECTS ITEM NUMBER 20C FROM 164200 CORRECTS ITEM NUMBER 29 FROM 0 IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.														
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 180775267 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 04/20/2018										

JONATHAN W. DIMOCK

(b) (6)

(b) (6)

Innovator and entrepreneur on a quest for common sense solutions to complex situations. Recognized as crisis management specialist with expertise in stabilizing distressed businesses across multiple platforms. Revived under performing companies by exploiting underutilized assets.

Observe, digest, innovate then delegate.

EXPERIENCE

Donald J. Trump for President, New York, New York

2015-2016

Staff

- Developed communication systems for the Election Day Operations for poll watchers and the Voting Hotlines.
- Built an app for iPhone and Android so field volunteers and staff could submit their issues.
- Designed and deployed a phone system with Open Source software for the multiple call centers across the country.
- Social media manager for the then VP candidate Mike Pence, responsible for creating and posting content on various social media platforms
- Traveled to debates to act as a liaison between the in-house IT departments, Cisco vendors and the campaign staff.
- Helped the campaign with the RNC National Committees & Convention with complex communications and organization.
- Assisted with organization and communications at state conventions.
- Traveled to primary states to franchise the tools and systems that were established in NH while continuing the National Call From Home program.

New Hampshire Field Director

- Organized, recruited, and onboarded volunteers.
- Built a leadership organization with 220 town leaders.
- Created a data system over seeing Election Day Operations.
- Achieved 19.6% victory with 17 candidates in the race.

Self Employed, Beverly Hills, California

2007-2014

Real Estate Management & Mediation

- Managed residential, commercial and mixed use properties including a complex residential, commercial and city owned mixed use properties.
- Mediated conflicts that would normally require civil legal actions.

Data Center Management & Migration

- Contracted to bring common sense solutions to complex migrations and maintenance systems. The tools and systems I compiled were used to analyze the validity of acquisitions and migrations as well as feasibility of downgrading and cost cutting.

Big Screen Entertainment Group, Hollywood, California

2005-2006

VP Digital & Video Development

- Responsible for digital elements and video game development for a movie studio. This encompassed multiple outlets for marketing of the company and its projects.
- Traveled overseas to spearhead development teams for video games based on their movie projects.
- Associate Producer for feature length films

Genesis Environmental, Derry New Hampshire

1998-2005

Strategist and Communications

- Worked with multiple companies and universities to help develop the technology and business aspect of a Trash-To-Energy Conversion system using off-the-shelf plasma arc furnace equipment.
- Modifying technology that was used by Molten Metals, we were able to GE Turbines or Bechtel Fuel Cells in a fully closed system that captured synthesis gases for regeneration of energy while destroying Municipal Solid Waste that was more than 60% organic material while creating roughly 35% surplus energy that could be sold back to the power grid.
- With slight modification the same system could be used to destroy or capsule toxic wastes with the same amount of surplus energy.

Brightworks Air/Auto, Portsmouth New Hampshire

1993-1997

President

- Founded a small business right out of high school that focused on cleaning exotic and classic automobiles as well as corporate and private aircraft.
- Developed a Teflon cocktail for use on aircraft that sped up the process of applying and maintaining a factory finish on aircraft that resisted dirt while increasing aircraft efficiency.
- Identified aircraft and brought them to market.
- Brokered deals totaling \$11.7m

CORE COMPETENCIES

Working and practical knowledge of the following

- Web and computer programming languages - PHP, ASP(x), Java, HTML, C.
- Networking and routing systems - Cisco, Brocade/Foundry, Juniper and Vyetta and others.
- Security programs and appliances - IP DDoS mitigation services, CloudFlare, IPTables, Fail2Ban, PFSense, Juniper and Cisco.
- CentOS, FreeBSD, Fedora, Ubuntu, Server 2000 to Server 2012, Windows 3.1 to Windows 10, some versions of MacOSX, as well as Apple IOS and Android and other platforms.

EDUCATION

Home Schooled

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) DIMOCK, JONATHAN WILLIAM					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 02/13/2017					
FIRST ACTION					SECOND ACTION									
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 06-13-17			6-A. Code		6-B. Nature of Action							
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)			6-C. Code		6-D. Legal Authority							
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority							
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT TO THE AA AA000 1045687									
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award	21. Pay Basis	
								GS	0301	13	01	94796	PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 74584		20B. Locality Adj. 20212		20C. Adj. Basic Pay 94796		20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0				
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 02/13/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA														
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888				
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA										
40. Agency Data FUNC CLS 00		(b) (6)		42. EDUC LVL 04		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI						
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 02/13/17. FROZEN SERVICE NONE CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . APPOINTMENT IS ON A PROVISIONAL BASIS. YOU ARE ELIGIBLE FOR RETIREMENT COVERAGE AND FOR HEALTH BENEFITS AND LIFE INSURANCE. IF YOUR PERFORMANCE IS SATISFACTORY, AND YOU MEET ALL LEGAL QUALIFICATIONS, AND OTHER APPLICABLE REQUIREMENTS, YOU MAY BE CONVERTED TO A NONTEMPORARY APPOINTMENT BEFORE THIS APPOINTMENT EXPIRES. POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. TEMPORARY TRANSITION SCHEDULE C (TTC) AUTHORITY. *** REMARKS CONTINUED ON THE NEXT PAGE ***														
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170467945 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 02/10/2017										

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) DIMOCK, JONATHAN WILLIAM					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 02/13/2017						
FIRST ACTION					SECOND ACTION										
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 06-13-17			6-A. Code		6-B. Nature of Action								
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT TO THE AA AA000 1045687										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis		16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award		21. Pay Basis
									GS	0301	13	01	94796		PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 74584		20B. Locality Adj. 20212		20C. Adj. Basic Pay 94796		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
(b) (6)					(b) (6)			29. Pay Rate Determinant 0							
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 02/13/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period							
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 04		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks *** REMARKS CONTINUED *** SERVES AT THE WILL OF THE PRESIDENT. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170467945 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 02/10/2017											

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) DIMOCK, JONATHAN WILLIAM					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/14/2017						
FIRST ACTION					SECOND ACTION										
5-A. Code 570		5-B. Nature of Action CONV TO EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code ZLM		5-D. Legal Authority SCH C, 213.3302(A)			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number SPECIAL ASSISTANT TO THE AA AA000 1045687					15. TO: Position Title and Number WHITE HOUSE LIAISON AA000 1046063										
8. Pay Plan GS		9. Occ. Code 0301	10. Grade or Level 13	11. Step or Rate 01	12. Total Salary 94796	13. Pay Basis PA		16. Pay Plan GS		17. Occ. Code 0301	18. Grade or Level 13	19. Step or Rate 01	20. Total Salary/Award 94796	21. Pay Basis PA	
12A. Basic Pay 74584		12B. Locality Adj. 20212		12C. Adj. Basic Pay 94796		12D. Other Pay 0		20A. Basic Pay 74584		20B. Locality Adj. 20212		20C. Adj. Basic Pay 94796		20D. Other Pay 0	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Pay Rate Determinant (b) (6)					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)					31. Service Comp. Date (Leave) 02/13/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved					35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001					39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA										
40. Agency Data FUNC CLS 00		(b) (6)			42. EDUC LVL 04		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI						
45. Remarks CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. SERVES AT THE WILL OF THE PRESIDENT. APPOINTMENT IS INDEFINITE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170804255 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/12/2017											

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) DIMOCK, JONATHAN WILLIAM					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 09/30/2018						
FIRST ACTION					SECOND ACTION										
5-A. Code 570		5-B. Nature of Action CONV TO EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number WHITE HOUSE LIAISON AA000 1046063					15. TO: Position Title and Number PROGRAM SPECIALIST OA000 1049852										
8. Pay Plan GS	9. Occ. Code 0301	10. Grade or Level 13	11. Step or Rate 02	12. Total Salary 100203	13. Pay Basis PA	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 13	19. Step or Rate 02	20. Total Salary/Award 100203	21. Pay Basis PA				
12A. Basic Pay 78149		12B. Locality Adj. 22054		12C. Adj. Basic Pay 100203		12D. Other Pay 0		20A. Basic Pay 78149		20B. Locality Adj. 22054		20C. Adj. Basic Pay 100203		20D. Other Pay 0	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR SPACE TECHNOLOGY MISSION DIRECTOR WASHINGTON,DC									
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)						28. Annuitant Indicator (b) (6)			29. Pay Rate Determinant 0						
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 02/13/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 04		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. APPOINTMENT IS INDEFINITE. (b) (6) SERVES AT THE WILL OF THE PRESIDENT IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 181190716 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 09/28/2018											

BRANDON T. EDEN

(b) (6)

Deputy Chief of Staff and Legislative Director

Representative Steve Knight (CA-25)

February 2015 – Present

Washington, D.C.

- Responsible for all of Rep. Knight's legislative activity and vote recommendations.
- Oversaw Rep. Knight's committee activities on House Armed Services Committee; Science, Space, and Technology Committee; Small Business Committee.
- Setup the Congressman Knight's constituent correspondence and 499 mail program.
- Hired and managed a Senior Legislative Assistant, Legislative Assistant and Legislative Correspondent to form Congressman Knight's legislative team. Created goals and strategy for the team to follow to meet Congressman Knight's priorities in D.C. and in his district.
- Guided Congressman Knight through the Armed Services NDAA process for FY 2016 and FY 2017 as a freshman member of the Armed Services Committee.
- Successfully added several amendments to NDAA's such as one to make Air Force launch service acquisition more fair for commercial competition; language to improve RDT&E' added two of Congressman Knight's bills from Small Business Committee to improve joint venturing for small business to compete for defense contracts and a second to improve DoD's Mentor Protégé Program.
- Developed H.R. 5466, the Aeronautics Innovation Act as road map to restore the first "A" in NASA and implement a new round of X-Planes and other NASA aeronautics programs.
- Introduced H.R. 4489, the FAA Leadership in Groundbreaking High-Tech Research and Development Act, or FLIGHT R&D Act, which was signed into law. The bill advances the FAA's regulatory framework toward the safe integration of UAS technologies and innovations into our aviation system.
- The 25th Congressional District of California was one of the top contested districts in the election of 2016, and due to an efficient legislative and voting record among other things, Congressman Knight won his reelection with 53% of the vote.

Senior Legislative Assistant

Legislative Assistant

Military Legislative Assistant

Majority Whip & Majority Leader Kevin McCarthy (CA-23)

January 2014 – February 2015

January 2013 – December 2013

January 2012 – December 2012

Washington, D.C.

- Responsible for Defense, Aerospace, Veterans, Transportation, Financial Services, Healthcare, and other issues.
- Advised the Whip through FY 2013, FY 2014, and FY 2015 NDAA and Defense Appropriations. Worked with HASC staff to add language to House report accompanying FY 2013 NDAA and secured bill text for the first land expansion of Naval Air Weapons Station China Lake in the FY 2015 NDAA.
- Oversee the interests of two large bases in the district, Edwards Air Force Base and Naval Air Weapons Station China Lake; as well as the NASA Armstrong Flight Research Center and Mojave Air and Space Port.
- Assisted the Whip in introducing and moving H.R. 667 through the House to rename NASA Dryden Flight Research Center to the NASA Armstrong Flight Research Center. Worked with Senate staffers to move the bill in the Senate and in the Office of Science and Technology Policy to get the bill signed into law. President Obama signed the bill into law on January 16, 2014.
- Successfully advocated for the Whip's priority to increase appropriations for NASA's Commercial Crew program, and other important policies related to Commercial Space including, but not limited to, the extension of the FAA regulation moratorium and indemnification.
- Assisted the Whip on veterans' issues such as the backlog in disability claims through GAO reports, op-eds, and committee hearings, as well as developed and moved VA reform bills to address these issues in the House.
- Handled transportation issues in the district, such as Thomas Roads Improvement Program and California High-Speed Rail. Prepared the Whip for VA and high-speed rail hearings, penned op-eds on both issues, and developed legislation.

Defense Policy Advisor and Legislative Assistant

Representative Richard Hanna (NY-24)

January 2011 – December 2011

Washington, D.C.

- Advised Rep. Hanna through the FY 2012 NDAA and Defense Appropriation bills.
- Worked with other congressional staff and HASC staff to get language added to the FY2012 NDAA.
- Assisted defense sub-contractors, manufacturers, and the Air Force Research Lab – Information Directorate in the district with various issues including extending a contract for a company with the Army.
- Worked to get UAS-FAA test site language into the FAA Modernization and Reform Act of 2012, which was signed into law.
- Worked on other issues include, including, but are not limited to, Judiciary, Homeland Security and Veterans' Affairs.
- Helped produce veteran mass mailer to the district, which the House Administration Committee kept on file for reference.
- Began the constituent mail correspondence system for the office with a turn-around time of four days.

NY-24 Victory Director
Republican National Committee

September 2010 – November 2010
Utica, NY

- Managed grassroots effort as Victory Director in Utica, New York in support of the successful campaign of Congressman Richard Hanna who won with 53 percent of the vote, a 4-point improvement from his 2008 bid.
- Led in overall number of calls out of seven Victory Centers in the State of New York.
- Recruited and supervised over one hundred volunteers who participated in phone banks and assisted in GOTV efforts.
- Deployed to New York's 25th Congressional District to ensure ballot integrity as a ballot observer in the district's Board of Elections.

Incumbent Retention Coordinator & New York State Political Coordinator

National Republican Congressional Committee

June 2009 – September 2010
Washington, D.C.

- Assisted Members of Congress and their Chiefs of Staff with campaign and political needs on a day-to-day basis.
- Assisted with the creation of the NRCC's successful Patriot Program for vulnerable incumbents.
- Organized and executed three Patriot Program fundraisers, raising over one million dollars at each event.
- Maintained an online database with information on vulnerable incumbents and Republican Candidates from New York.
- Assisted with the creation and implementation of the NRCC's Mentor Program, pairing Members of Congress with Republican congressional candidates across the country, prepared reports and presentations for Members directly involved.

Finance Member Liaison/Staff Assistant

National Republican Congressional Committee

May 2007 – June 2009
Washington, D.C.

- Supported the Finance Director and other finance staff in their day-to-day responsibilities such as tracking money raised and writing thank you notes to donors.
- Worked with Members of Congress and their Chiefs of Staff to meet their NRCC fundraising goals.
- Helped manage large events including the NRCC's March Dinner and President's Dinner, both featuring President George W. Bush as the keynote speaker.

Legislative Intern – United States House of Representatives

Congressman Eric Cantor, Chief Deputy Republican Whip (VA-07)

Washington, D.C.
Spring 2007

- Enrolled in Liberty University's Strategic Policies Institute.
- Conducted research, wrote memos, attended hearings for legislative staff. Worked closely with the Military Legislative Assistant on military and veterans' issues.

Corporal – United States Marine Corps

Operation Iraqi Freedom II, Sept. 2004 - April 2005

June 2001 - June 2007

- Provided security and set up polling stations for the historic January 2005 Iraqi elections.
- Gained experience in small unit leadership and briefing Command about unit capabilities and plan of action.
- Trained as a Combat Engineer specializing in demolition, breaching, fortification, and basic infantry tasks.
- Operated in an infantry fire team with the mission of locating and destroying anti-coalition weapons caches.

Education

Liberty University

June 2007
Lynchburg, VA

- B.S. History, Minor in Government
- Research and coursework in Middle Eastern Civilization, Islamic Doctrine, Comparative Civilizations, and American Military History.
- Dean's List Fall 2005, Spring 2006, Spring 2007

Honors & Awards

Combat Action Ribbon; Selected Marine Corps Reserve Medal; Global War on Terrorism Service Medal; Iraq Campaign Medal; Sea Service Deployment Ribbon; National Defense Service Medal; Armed Forces Reserve Medal; Navy Unit Commendation.

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) EDEN, BRANDON TROY					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/20/2017					
FIRST ACTION					SECOND ACTION									
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 05-19-17			6-A. Code		6-B. Nature of Action							
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)			6-C. Code		6-D. Legal Authority							
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority							
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045475									
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 15	19. Step or Rate 01	20. Total Salary/Award 131767	21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 103672		20B. Locality Adj. 28095		20C. Adj. Basic Pay 131767		20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0				
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 01/20/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA														
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 8		44. POSITION SENSITIVITY NONCRITICAL-SENSITI						
45. Remarks APPOINTMENT IS ON A PROVISIONAL BASIS. YOU ARE ELIGIBLE FOR RETIREMENT COVERAGE AND FOR HEALTH BENEFITS AND LIFE INSURANCE. IF YOUR PERFORMANCE IS SATISFACTORY, AND YOU MEET ALL LEGAL QUALIFICATIONS, AND OTHER APPLICABLE REQUIREMENTS, YOU MAY BE CONVERTED TO A NONTEMPORARY APPOINTMENT BEFORE THIS APPOINTMENT EXPIRES. APPOINTMENT AFFIDAVIT EXECUTED 01/20/17. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE TEMPORARY TRANSITION SCHEDULE C (TTC) AUTHORITY FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, TH *** REMARKS CONTINUED ON THE NEXT PAGE ***														
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170350332 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 01/23/2017										

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) EDEN, BRANDON TROY					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/20/2017					
FIRST ACTION					SECOND ACTION									
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 05-19-17			6-A. Code		6-B. Nature of Action							
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)			6-C. Code		6-D. Legal Authority							
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority							
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045475									
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 15	19. Step or Rate 01	20. Total Salary/Award 131767	21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 103672		20B. Locality Adj. 28095		20C. Adj. Basic Pay 131767		20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0				
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/20/2017		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period				
POSITION DATA														
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888				
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA										
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 8		44. POSITION SENSITIVITY NONCRITICAL-SENSITI						
45. Remarks *** REMARKS CONTINUED *** EN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.														
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170350332 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 01/23/2017										

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) EDEN, BRANDON TROY					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/14/2017						
FIRST ACTION					SECOND ACTION										
5-A. Code 570		5-B. Nature of Action CONV TO EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3301 (A)			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045475					15. TO: Position Title and Number LEGISLATIVE AFFAIRS SPECIALIST VA010 1027788										
8. Pay Plan GS	9. Occ. Code 0301	10. Grade or Level 15	11. Step or Rate 01	12. Total Salary 131767	13. Pay Basis PA	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 13	19. Step or Rate 01	20. Total Salary/Award 94796	21. Pay Basis PA				
12A. Basic Pay 103672		12B. Locality Adj. 28095		12C. Adj. Basic Pay 131767		12D. Other Pay 0		20A. Basic Pay 74584		20B. Locality Adj. 20212		20C. Adj. Basic Pay 94796		20D. Other Pay 0	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS OUTREACH & INTERGOVMNTL AFFAIRS DIV WASHINGTON,DC									
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)						28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/03/2011		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 5929					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks FROZEN SERVICE NONE CREDITABLE MILITARY SERVICE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. (b) (6) APPOINTMENT IS INDEFINITE. SERVES AT THE WILL OF THE PRESIDENT. OPM APPROVED SCH C APPT 05/12/17 IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 170895001 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/15/2017											

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) EDEN, BRANDON TROY				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 09/16/2018									
FIRST ACTION				SECOND ACTION													
5-A. Code 570		5-B. Nature of Action CONV TO EXC APPT				6-A. Code		6-B. Nature of Action									
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348				6-C. Code		6-D. Legal Authority									
5-E. Code		5-F. Legal Authority				6-E. Code		6-F. Legal Authority									
7. FROM: Position Title and Number LEGISLATIVE AFFAIRS SPECIALIST VA010 1027788						15. TO: Position Title and Number SUPV LEGISLATIVE AFFAIRS SPECIALIST VA010 1035364											
8. Pay Plan GS		9. Occ. Code 0301	10. Grade or Level 13	11. Step or Rate 02	12. Total Salary 100203		13. Pay Basis PA		16. Pay Plan GS		17. Occ. Code 0301	18. Grade or Level 14	19. Step or Rate 01	20. Total Salary/Award 114590		21. Pay Basis PA	
12A. Basic Pay 78149		12B. Locality Adj. 22054		12C. Adj. Basic Pay 100203		12D. Other Pay 0		20A. Basic Pay 89370		20B. Locality Adj. 25220		20C. Adj. Basic Pay 114590		20D. Other Pay 0			
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS OUTREACH & INTERGOVMNTL AFFAIRS DIV WASHINGTON,DC								22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS OUTREACH & INTERGOVMNTL AFFAIRS DIV WASHINGTON,DC									
EMPLOYEE DATA																	
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)						
27. FEGLI (b) (6)						28. Annuitant Indicator (b) (6)						29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/03/2011		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period							
POSITION DATA																	
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888							
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA													
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 2		44. POSITION SENSITIVITY MODERATE RISK									
45. Remarks CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. APPOINTMENT IS INDEFINITE. SERVES AT THE WILL OF THE PRESIDENT (b) (6) IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.																	
46. Employing Department or Agency NN - NASA HEADQUARTERS								50. Signature/Authentication and Title of Approving Official 181191627 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 09/12/2018													

Education

Emory University, Atlanta, GA

Aug. 2016 – May 2018

- BA in Economics and BS in Biology, 2018. GPA: (b) Coursework included Econometrics, Financial Markets: Stocks and Bonds, Healthcare Economics, Logic, Advanced Topics in Calculus, Quantitative Statistics, and German.

Oxford College, Oxford, GA

Aug. 2014 – Aug. 2016

- Associates, 2016. GPA: (b) Leadership: Soccer Captain, Athletes for Christ President, Student Instructor, Career Ambassador, and Leadership Oxford Retreat Director.

Professional Experience

National Aeronautics and Space Association: Strategic Investment Division

May 2018-Present

- Led efforts to gather and manipulate historical budget data in COSTAT to illustrate changes in costs per mission over time. Data compared to Strategic Workforce Planning to create a model that predicted future personnel mission costs.
- Improved accuracy of cost and schedule estimating tool by collecting data that more precisely predicted the price range estimates and schedule timeframe of instrument and spacecraft development.

The New York Times: Distribution Analyst

Jan. 2018 – May 2018

- Directed independent project that utilized quantitative and qualitative data in order to recommend a competitive direction for the 2017 fiscal year. The strategy implemented by management increased sale by 15%.

Emory University Career Center: Office Associate

Jan. 2017 – May 2018

- Managed office scheduling and communications to enhance career services for employers and Emory students.

Emory University Biology Department: Research Project Manager

Aug. 2016 – Aug. 2017

- Analyzed experimental reports to identify unsupported assumptions in malaria research. Developed and completed two-part research project to validate the unsupported conclusions identified during review of the study.
- Abstracted data using R and Python to create data structures used to validate previously unsupported research conclusions. Communicated analysis using Tableau to field experts and published findings.

Emory University: Videographer and Statistics Reporter

Aug. 2014 – May 2016

- Filmed live athletics events to global audience while incorporating sponsors' advertisements. Communicated scores and statistics recorded via social media platforms. Wrote reports of athletic events for fan use on Emory Athletics site.

U.S. Department of Veterans Affairs: Physical Therapy Assistant

May 2016 – Sep. 2016

- Proactively managed and identified schedule conflicts while facilitating the treatment plans of over 500 veterans.

SkinnyMint, Inc.: Marketing Ambassador

May 2016 – Jul. 2016

- Conducted market research using per click response data to determine the effectiveness of various advertising tools. Altered advertising focus applied after research increased social media traffic by 10% in one month.

Nassau Physical Therapy: Physical Therapy Aide

May 2015 – Aug. 2015

- Independently identified opportunities to improve customer experience through implementation of technical solutions that organized the medical records and history of customers into one database. This used a series of inputs from archives to create a personalized recovery plan for each patient that decreased recovery time discrepancies.

Oxford College: Student Instructor

Aug. 2015 – May 2016

- Recorded large amounts of information during classes to create easily digestible review material using Microsoft PowerPoint and Word. Communicated student issues with professor to improve classroom teachings.

Oxford College: Recruitment Officer

Aug. 2014 – May 2016

- Implemented new recruitment method to increase applicant pool by 30%. Attracted top talent which contributed to team's qualification to the 2015 NJCAA regional winning and national finalist soccer team.

Continued on next page.

Additional Information

- **Extensive Volunteer Service:** American Association of University Women Book Drive Founder collected over 700 books in Illinois and delivered them to impoverished Kentucky school district; *St. Michael's Food Drive*, assisted food distribution to Chicago neighbors; *Girls on the Run*, organized 5k run to aid development of young girls.
- **Noted Accomplishments:** 10th Place State Cross Country Runner (2014), Dean's List (2014-2015), NCJAA national finalist team (2015), Player of the Year (2016), Research Certification (2017), and Emory Medal (2017-2018).
- **Relevant Skills:** German, Microsoft Office, R Studio, COSTAT, Tableau, Photoshop, Javascript, and Audacity.

Annual Salaries:

NASA Strategic Investment Intern:

The New York Times:

Emory University Career Center Office Associate:

Emory University Biology Department:

Emory University Videographer and Statistics Reporter:

U.S. Department of Veterans Affairs Physical Therapy Assistant:

Nassau Physical Therapy Physical Therapy Aide:

Oxford College Student Instructor:

Oxford College Recruitment Officer:

Unpaid internship

\$(b) (6)

Between (b) (6) in Federal Work Study

Academic course credit

\$(b) (6)

Unpaid volunteer

\$(b) (6)

Between \$(b) (6) in Federal Work Study

Between (b) (6) in Federal Work Study

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) EICHAMER, KRISTEN MARIE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 08/27/2018						
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number DEPUTY PRESS SECRETARY NA000 1050255										
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 09	19. Step or Rate 01	20. Total Salary/Award 56233	21. Pay Basis PA				
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 43857		20B. Locality Adj. 12376		20C. Adj. Basic Pay 56233		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 08/27/2018		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888						
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 08/27/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. APPROVED BY OPM ON 08/17/2018. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 181629391 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 08/23/2018											

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) GILLEN, SUZANNE MATWYSHEN					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/31/2019					
FIRST ACTION					SECOND ACTION									
5-A. Code 146		5-B. Nature of Action SES NON-CAREER APPT			6-A. Code		6-B. Nature of Action							
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority							
5-E. Code AWM		5-F. Legal Authority NON-CAREER AND OPM FORM 1652			6-E. Code		6-F. Legal Authority							
7. FROM: Position Title and Number					15. TO: Position Title and Number ASSOC. ADMIN. FOR LEG. & INTER. AFF. VA000 1030282									
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 179700	21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 179700		20B. Locality Adj. 0		20C. Adj. Basic Pay 179700		20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 01/17/2005		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA														
34. Position Occupied 3 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks TENURE AS USED FOR 5 U.S.C. 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) APPOINTMENT AFFIDAVIT EXECUTED 01/31/19. SUBJECT TO SATISFACTORY COMPLETION OF ONE YEAR SES PROBATIONARY PERIOD BEGINNING 20190131. EMPLOYEE SUBJECT TO POST-EMPLOYMENT RESTRICTIONS UNDER 18 U.S.C. 207(C) FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. SCD SUBJECT TO CHANGE UPON VERIFICATION OF PRIOR SERVICE. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. *** REMARKS CONTINUED ON THE NEXT PAGE ***														
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 182547202 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 01/25/2019										

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) GILLEN, SUZANNE MATWYSHEN					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/31/2019						
FIRST ACTION					SECOND ACTION										
5-A. Code 146		5-B. Nature of Action SES NON-CAREER APPT			6-A. Code		6-B. Nature of Action								
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority								
5-E. Code AWM		5-F. Legal Authority NON-CAREER AND OPM FORM 1652			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number ASSOC. ADMIN. FOR LEG. & INTER. AFF. VA000 1030282										
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 179700	21. Pay Basis PA				
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 179700		20B. Locality Adj. 0		20C. Adj. Basic Pay 179700		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant 0						
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/17/2005		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA															
34. Position Occupied 3 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888						
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks *** REMARKS CONTINUED *** APPROVED BY OPM ON 11/26/2018 APPROVED BY AUTHORIZING OFFICIAL ON 11/07/2018 SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 182547202 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 01/25/2019											

Suzanne M. Gillen

CAREER SUMMARY OF QUALIFICATIONS

- Over 16 years of legislative and government relations expertise in Congressional process and policy development
- Accomplished policy leader who worked across political aisle advancing space legislation enacted into law
- Established productive relationships in Congress, National Space Council, NASA, FAA, and stakeholders
- Strong oral and written communication skills; routinely formulates high-level written materials
- Self-starter, effective in managing multiple demands in a fast-paced, rapidly changing environment
- Anticipated problems and made effective decisions to resolve issues during legislative negotiations
- Proven ability to thrive working both independently and in collaborative, diverse, multi-disciplinary environments

PROFESSIONAL EXPERIENCE

Maxar Technologies (Space Systems Loral, DigitalGlobe, MDA and Radiant Solutions) 03/2018 - present
Senior Director of Government Relations and Public Policy

- Represented Maxar with Congress, National Space Council, NASA, DOC, DARPA, industry and trade associations on advocacy of NASA programs, satellite servicing, remote sensing, and space situational awareness
- Devised strategies with high-level executives and advanced priorities with Congress and Executive Branch
- Formulated official comments submitted to federal agencies during public comment periods

United States Senate Committee on Commerce, Science, and Transportation 09/2013 - 03/2018
Majority Professional Staff Member for Chairman John Thune (R-SD)

- Lead expert for Committee on NASA, civil and commercial space; and expert on FAA, drone and aviation policy
- Spearheaded development and bicameral negotiations for bipartisan *NASA Transition Authorization Act of 2017*
- Drafted, negotiated & shepherded passage of bipartisan *Commercial Space Launch Competitiveness Act of 2015*
- Interfaced and strategized with Appropriators, Administration, National Space Council, NASA, DOT, FAA, DOC
- Led bipartisan team on developing hearings and draft of commercial space bill on commercial remote sensing reform, FAA AST regulation reform, authorizing non-traditional space activities, & space situational awareness
- Proficient at analysis and interpretation of budget, legislation, policy, statutes, and government regulations
- Developed Congressional hearings on NASA, budget, civil & commercial space policy, and FAA Reauthorization

American Fuel & Petrochemical Manufacturers (AFPM) 05/2011 – 09/2013
Government Relations Manager

- Managed Government Affairs for an energy trade association advocating on behalf of 450 companies to Congress
- Drafted witness testimony and prepared witness for questioning for several Congressional hearings
- Influential leader who devised strategies, built relationships and consensus among coalitions, associations, and industry to advance legislative, budget, policy and regulatory priorities to Congress and executive branch

United States Senate Office of U.S. Senator David Vitter (R-LA) 03/2005 – 01/2009
Legislative Assistant on NASA and Civil Space; Minority Staff Director of Senate EPW Subcommittee on Water

- Developed legislation and hearings for Ranking Member of Senate Commerce Space and Science Subcommittee and participated in bicameral negotiations for \$20.2 billion bipartisan NASA Authorization Act of 2008
- Advised Senator on strategy, legislative developments, policy, budget analysis, and vote positions
- In response to Hurricanes Katrina and Rita, demonstrated crisis management skills, effectively solved problems, facilitated recovery efforts, communicated with all levels of government; secured billions in appropriated funding

United States Senate Committee on Environment and Public Works 09/1999 – 03/2005
Committee Legislative Staff for several Chairmen

- Gained experience working on all aspects of Committee process: advised Chairman, formulated hearings, drafted speeches, and developed and negotiated legislation on environment and transportation policy that passed Congress

EDUCATION

Johns Hopkins University	M.S., Environmental Sciences & Policy	12/2003
The George Washington University	B.S., Environmental Studies (Chemistry Minor)	05/1999

NASA-19-0052-A-000034

Bettina is an innovative self-starter with over a decade of experience in communications and external affairs who has used her expertise in strategic thinking, politics, government relations, and branding to deliver positive outcomes for NGOs, public and private sector clients. She is a creative public strategy expert who has advised leaders at the federal, state and local levels by building winning coalitions and crafting messaging and crisis communications. She is a recognized expert in engaging women and Hispanics. Bettina is a proven spokesperson on tv, print and radio.

Experience

Mira Mira Strategies, Corp

President and Founder

January 2017 – Present

- Founded a full service public strategy firm focused on communications and political counsel to companies and people
- Run the daily operations of RightNOW, a national 501(c)4 women's empowerment nonprofit, overseeing all internal and external operations, including marketing, public relations, membership development, and digital engagement
- Develop branding campaigns, deploy strategic planning to create comprehensive marketing portfolio for clients

Relentless Positive Action PAC

Communications and Outreach Director

September 2015 – March 2018

- Lead communications and outreach efforts for Michigan Governor Rick Snyder's political organizations, including the Relentless Positive Action PAC, coordinating all external communications to supporters and statewide media
- Helped craft and implement Gov. Snyder's 2016 political strategy securing Republican victories in the state house
- Advised the development of political advertising strategy, video content and digital designs for multi-candidate effort

Mercury LLC

Senior Vice President

May 2014 – December 2016

- Recruited by Mercury, an international public strategy firm, to lead the company's expansion throughout Florida, served as the Republican point person, strategic and communications lead for all of Mercury Florida
- Provided public relations, crisis communications and strategic advice for companies like Uber, Airbnb, The Everglades Trust, Ultra Music Festival/EEG, among others, helping them achieve their organizational goals and public success
- Worked with clients to manage budgets and craft unique campaigns to ensure optimal results
- Aided in the development of advertising efforts, reviewing content and placement of digital and broadcast ads buys
- Frequent guest on TV, radio and international media, in English and Spanish, appeared on cable and broadcast, such as CNN, MSNBC and as an Al Jazeera America contributor for 2014 election night coverage

National Republican Congressional Committee (NRCC)

Director of Strategic Initiatives and Coalitions

April 2013 – May 2014

- Directed the committee's external affairs, enrolled key stakeholders, formed strategic partnerships within GOP groups, conservative leaders, think tanks, policy-focused organizations and with groups focused on emerging communities
- Crafted and implemented NRCC's women's initiative, Project GROW, aimed at improving female voter engagement and increasing the number of Republican Congresswomen
- Worked directly with Members of Congress, candidates and staff to improve messaging, provided media trainings and developed modules with special focus on women and minority communities
- Advised incumbent members of congress and congressional candidates in competitive districts on voter engagement and outreach strategies, identified endorsement opportunities and critical policy matters
- Developed external communications efforts, including a weekly e-newsletter, highlighting key races and candidates
- Coordinated political briefings for allies and external partners aimed at improving NRCC's channels of communication and to expand understanding of national political landscape in congress

Romney For President (RFP)

National Deputy Coalitions Director

September 2012 – November 2012

- Recruited to help steer the republican presidential campaign's Hispanic effort in the final two months
- Directed national Hispanic vote operations, *Juntos Con Romney*, coordinated political, grassroots, communication, digital, strategy, direct mail and paid media to ensure message consistency in two languages, English and Spanish
- Helped develop final phase of RFP's national strategy to connect with faith based voters, outlined step-by-step plan
- Managed multi-state teams providing direction to staff in Florida, Virginia, North Carolina, Colorado and Nevada
- Initiated Latino grassroots engagement effort, resulting in NV and NC to outperform national figures on Latino vote
- Provided on-the-record interviews in English and Spanish to state, national and international media outlets

Republican National Committee (RNC)

Director of Hispanic Outreach

January 2012 – September 2012; December 2012 – February 2013

- Implemented Hispanic engagement effort, a data-driven community outreach, integrated within RNC Victory program
- Hired and managed State Hispanic Outreach Directors and vote teams in six states - CO, FL, NC, NM, NV and VA
- Developed program to identify, recruit and train Hispanic republicans and bilingual activists in grassroots efforts
- Led the RNC to incorporate first of its kind tactics to engage Latino voters including coordinated bilingual phone banks and precinct walks, tailored databases of Hispanic voters, language preference identification and bilingual scripts
- Developed *UNETE al RNC* campaign, bilingual effort fused on political, communications and digital outreach for Hispanics
- Spokesperson in English and Spanish media, appeared on Fox News, MSNBC, PBS News Hour, Univision among others

Sirius XM / National Latino Broadcasting

Radio Host, On Air Talent

December 2011 – June 2012

- Co-hosted *Power Play* on Sirius XM's Cristina Radio, part of Cristina Saralegui national network targeted to Latinos
- Provided political commentary for a unique program aimed at engaging the Latino electorate discussing American politics, pop culture and social issues from both political sides and highlighted up and coming Latino influentials
- Helped produce programming twice a week, identifying guests, writing scripts, producing show segments and content

Rick Scott for Governor of Florida

Deputy Communications Director, Spokesperson

September 2010 – January 2011

- Developed internal and external communications, wrote daily briefs, talking points and official statements
- Served as a traveling press secretary, coordinated imbedded and local media requests, assisted principal on messaging
- Spokesperson for mainstream and Spanish-language press, oversaw the execution of Spanish language website
- Assisted with a successful Hispanic engagement strategy, winning over 50% of the Hispanic vote for Governor Scott

Steve Poizner for Governor of California

Press Secretary, Spokesperson

August 2009 – July 2010

- Communicated daily and pitched stories to national and California reporters in all 11 of the state's media markets
- Synchronized online media strategy, assisted with website development and integrated social networking tools
- Served as spokesperson and traveling press aide, coordinated media availabilities, press conferences and, providing on-the-record interviews in English and Spanish.

Citizens In Charge Foundation

Director of Communications and Outreach

January 2009 – July 2009

- Implemented an aggressive national communications strategy for non-profit group promoting ballot measures
- Integrated new media tools and online resources, overseeing the development of innovative interactive website
- Coordinated events and strategic marketing efforts to develop brand in new communities and with opinion leaders

Republican Party of Florida

Regional Victory Director

July 2008 – November 2008

- Worked on the election of John McCain for President, developing a locally focused culturally intelligent effort
- Responsible for public awareness campaign in Miami-Dade & Monroe counties targeted population of over 2.5 million
- Increased participation in the absentee ballot program by 25% through of multi-faceted outreach initiatives
- Successfully met goals, being among the top 10 performing counties in the nation, made the national leader board

U.S. Congress, House Policy Committee

Communications Director

June 2007 – July 2008

- Implemented aggressive national communications strategy for the Committee, chaired by U.S. Representative Thaddeus McCotter (MI-11), an office within the House of Representative leadership team
- Managed a communications staff which provided support for the policy committee and Members of Congress with official events, new media training, media relations, publications, communication development and special projects
- Led efforts to redesign and launch of new website and implanted various new media outreach initiatives
- Advised Members of Congress and staff on public policy efforts focused on minority populations and targeted groups

Republican National Hispanic Assembly (RNHA)

National Executive Director

October 2005 – July 2007

- Served as an RNHA national spokesperson, worked directly with national and local mainstream and specialty media
- Directed RNHA's priorities, policies, goals, political strategy, helped maximize influence in the 2006 midterm elections
- Built relationships with local and national community and political leaders, served as the face of the organization
- Coordinated events, budget, fundraising and all day-to-day operations for organization and its 32 state chapters

U.S. Congress, Congressman Lincoln Diaz-Balart

Legislative Aide/ Scheduler/ Deputy Press Secretary

August 2003 – October 2005

- Analyzed domestic policy legislation focused on education, housing, family and welfare issues for congressman
- Helped manage mainstream and Spanish-language press; organized press conferences, rapid response and briefings
- Created advisory reports, followed floor activity and advised the congressman on appropriate actions
- Coordinated demanding schedule for congressman, served as point person to high level VIPs and elected officials

Education

Florida International University (2003)*Major:* Political Science with honors. *Certificate:* Latin American and Caribbean Studies – Security Issues**Recognitions**

- *NewsMax* "50 Most Influential Latino Republicans" 2017
- *NewsMax* "50 Most Influential Latino Republicans" 2016
- Running Start's "Women To Watch" Award 2014
- *Cosmo For Latinas* "Political Power Players" 2014
- *Huffington Post* "Top Latino voices on Twitter" 2012
- *Latina Magazine* "Top Six Latino Players in the 2012"
- Board Member, Empowered Women
- Board Member, U.S. Senate Hispanic Task Force
- Executive Committee, Hispanic Leadership Fund

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) INCLAN AGEN, BETTINA GRACE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 12/17/2018						
FIRST ACTION					SECOND ACTION										
5-A. Code 146		5-B. Nature of Action SES NON-CAREER APPT			6-A. Code		6-B. Nature of Action								
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority								
5-E. Code AWM		5-F. Legal Authority NON-CAREER AND OPM FORM 1652			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number AA FOR COMMUNICATIONS NA000 1028276										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 179700	21. Pay Basis PA		
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 179700		20B. Locality Adj. 0		20C. Adj. Basic Pay 179700		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuity Indicator (b) (6)					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 12/17/2018		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period							
POSITION DATA															
34. Position Occupied 3 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 2		44. POSITION SENSITIVITY CRITICAL-SENSITIVE							
45. Remarks TENURE AS USED FOR 5 U.S.C. 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) APPOINTMENT AFFIDAVIT EXECUTED 12/17/18. SUBJECT TO SATISFACTORY COMPLETION OF ONE YEAR SES PROBATIONARY PERIOD BEGINNING 20181217. EMPLOYEE SUBJECT TO POST-EMPLOYMENT RESTRICTIONS UNDER 18 U.S.C. 207(C) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6). APPOINTMENT IS INDEFINITE. THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. ALL DATES SUBJECT TO VERIFICATION AND CHANGE UPON RECEIPT OF OFFICIAL PERSONNEL FOLDER WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) *** REMARKS CONTINUED ON THE NEXT PAGE ***															
46. Employing Department or Agency NN - NASA HEADQUARTERS							50. Signature/Authentication and Title of Approving Official 182535508 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN								
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 12/13/2018											

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) INCLAN AGEN, BETTINA GRACE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 12/17/2018						
FIRST ACTION					SECOND ACTION										
5-A. Code 146		5-B. Nature of Action SES NON-CAREER APPT			6-A. Code		6-B. Nature of Action								
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority								
5-E. Code AWM		5-F. Legal Authority NON-CAREER AND OPM FORM 1652			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number AA FOR COMMUNICATIONS NA000 1028276										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 179700		21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 179700		20B. Locality Adj. 0		20C. Adj. Basic Pay 179700		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 12/17/2018		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period							
POSITION DATA															
34. Position Occupied 3 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 2		44. POSITION SENSITIVITY CRITICAL-SENSITIVE							
45. Remarks *** REMARKS CONTINUED *** AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. APPROVED BY AUTHORIZING OFFICIAL ON 12/03/2018. APPROVED BY OPM ON 12/12/2018. (b) (6) SERVES AT THE WILL OF THE PRESIDENT IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 182535508 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 12/13/2018											

JANET C. KARIKA

(b) (6)

Key Qualifications

- Unparalleled acquisition, policy and technical experience in successful execution of major programs and initiatives throughout a 38 year career
- Recognized authority on international space and missile policy and treaty issues within the Executive Branch, Congress, NASA, the Departments of Defense, State, Commerce, and Transportation
- Interagency and Congressional negotiator with vast network of close professional contacts
- Unique mix of policy and technical expertise; proven asset in winning key decisions regarding access to space, international launch programs, and space transportation policy issues
- Dynamic self-starter, rapidly grasps and solves complex problems, phenomenal ability to bring disparate groups to agreement, proven team leader

Professional Experience

- 2017-present Managing Member, Karika Consulting, LLC.
- 2011-present Member of the FAA Commercial Space Transportation Advisory Committee (COMSTAC)
- 2009-present Member of the Women in Aerospace (WIA) Board of Directors, Washington, DC
- 2003-present Jacobs Technology Inc; Executive Director of Interagency Launch Programs, NASA Launch Services Program (LSP); Kennedy Space Center, FL
- Principal focal point for NASA Launch Services Program (LSP) collaboration efforts with the U.S. Air Force, the National Reconnaissance Office (NRO), and other Government Agencies
 - Responsible for establishing and facilitating the NASA/AF/NRO Launch Collaboration Steering Group and the Government Expendable Launch Vehicle Executive Board (GEEB) providing tremendous data sharing and improved efficiencies between DoD, the Intelligence Community and NASA
 - Facilitates data exchanges between commercial launch industry and NASA launch programs
 - Supports NASA HQ in expendable launch vehicle programs, export control, studies, and policy issues
- 2001-2003 Jacobs Sverdrup Senior Engineering Technical Manager; Executive Advisor to the Director of Space Acquisition, Secretary of the Air Force (SAF); Washington, DC
- Principal advisor to the Air Force on space acquisition and policy issues, by-name requested member of National Space Transportation Policy; and Position, Navigation, and Timing Policy Teams
 - Focal point in Washington D.C. for U.S.-Russian Atlas V RD-180 rocket engine program
 - Coordinated sensitive issues with Interagency and Congressional staffs, kept program on track
- 2000-2001 TASC Senior Principal Member of the Technical Staff; Assistant for Launch Systems, Space Systems, Office of the Secretary of Defense (OSD); Washington, DC
- Principal advisor to the Office of the Secretary of Defense on space launch and range issues
 - Co-Chaired President's Space Policy Coordinating Committee on National Launch Strategy
 - OSD focal point for space launch program execution, budgeting, policy, licensing for both government and commercial space launch programs
- 1998-2000 Director for Launch Programs, Program Executive Office for Space; Washington, DC
- Provided technical, programmatic and acquisition execution of \$13B Evolved Expendable Launch Vehicle (EELV) Program—premier Air Force acquisition reform program
 - Orchestrated DoD and Congressional approval of major EELV program restructure involving highly sensitive contractor commercial financial data
 - Fought for and won Congressional consent for Russian-built engine program for Atlas V EELV; overcame tremendous technical, legislative and policy obstacles; OSD said she was the key to success

1995-1998 Special Advisor for Space and Missile Nonproliferation Policy, Arms Control and Disarmament Agency (ACDA); Washington, DC

- Primary advisor to the Director of ACDA on all global missile proliferation and space policy issues
 - Represented ACDA on delegations world-wide on international nonproliferation negotiations, commercial defense trade, dual-use technology transfer, and international space policy
 - Approved all U.S. export licenses for international space and missile programs

1993-1994 Chief, Subsurface Operations Division, Air Force Technical Applications Center (AFTAC); Patrick AFB, FL

- Commanded 72-person nuclear detection operations center providing 24-hour analysis of subsurface events in support of international arms control treaties—produced fastest Presidential notification of a foreign underground nuclear test in AFTAC's 45-year history
- On-Site Inspection Agency Intermediate-Range Nuclear Forces (INF) Treaty inspection cadre

1992-1993 Deputy Chief, Logistics Systems Management Division, AFTAC; Patrick AFB, FL

- Provided worldwide logistics for AFTAC detection systems at 13 seismic detachments
 - Successfully chaired senior-level team in the first wide-scale DoD depot consolidation

1989-1992 Research Scientist, NASA Ames Research Center; Moffett Field, CA

- Directed NASA high-temperature ceramic composite research and development program
- Advocated NASA shuttle tile upgrades with Johnson and Kennedy Space Centers

1988-1989 Minuteman/Small ICBM Business Manager, Ballistic Missile Office (BMO); CA

- Directed all business issues for Small ICBM and Minuteman programs, valued at \$1.1B
 - Resolved hotly debated instrumentation requirement dispute, negotiated \$8 million savings

1985-1988 Chief, Small ICBM HML Development Test Branch, BMO; CA

- Managed \$50M/year testing of the Small ICBM Hard Mobile Launcher from pre-full-scale development through source selection to full-scale development—proved system viability
- Integrated Small ICBM HML testing to include U.S. Army mobility testing; Defense Nuclear Agency airblast testing; anti-terrorist access denial barrier testing—saved \$12M in test costs

1983-1985 Master's Student in Mechanical Engineering, Arizona State University; AZ

- Specialized in material properties, non-destructive testing, and failure analysis of space-age composites—authored thesis evaluating the graphitization of carbon/carbon composites

1980-1983 NAVSTAR Stage Vehicle Engineer, Space Division; Los Angeles, CA

- Lead military representative to NASA rocket motor failure investigation—extensive materials, solid rocket motor design, and industrial manufacturing evaluation—motors successfully flying today

Education and Training

Civilian Education

BS, Mechanical Engineering, 1980, University of Central Florida, Orlando, FL

MS, Mechanical Engineering, 1985, Arizona State University, Tempe, AZ

Technical Training

Highest Acquisition Certifications (Level III) in three areas: Program Management; Test & Evaluation; and Systems Planning, Research, Development and Engineering

Professional Military Education

In-Resident Student at Squadron Officers School, 1987; Air Command and Staff College, 1993; Armed Forces Staff College, 1995; and Defense Systems Management College, 1998

(b) (6)

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) KARIKA, JANET CLAIRE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 11/26/2018		
FIRST ACTION					SECOND ACTION						
5-A. Code 146		5-B. Nature of Action SES NON-CAREER APPT			6-A. Code		6-B. Nature of Action				
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority				
5-E. Code AWM		5-F. Legal Authority OPM FORM 1652			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number					15. TO: Position Title and Number CHIEF OF STAFF AH000 1042073						
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 179700	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 179700		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR CHIEF OF STAFF WASHINGTON,DC						
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant 0		
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 11/26/2018		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period		
POSITION DATA											
34. Position Occupied 3 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888		
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 11/26/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) EMPLOYEE SUBJECT TO POST-EMPLOYMENT RESTRICTIONS UNDER 18 U.S.C. 207 (C) (b) (6) TENURE AS USED FOR 5 U.S.C. 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. APPROVED BY OPM ON 11/19/2018. APPROVED BY AUTHORIZING OFFICIAL ON 11/01/2018 *** REMARKS CONTINUED ON THE NEXT PAGE ***											
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 182327621 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN						
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 12/03/2018							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle)					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 11/26/2018		
FIRST ACTION					SECOND ACTION						
5-A. Code 146		5-B. Nature of Action SES NON-CAREER APPT			6-A. Code		6-B. Nature of Action				
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority				
5-E. Code AWM		5-F. Legal Authority OPM FORM 1652			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number					15. TO: Position Title and Number CHIEF OF STAFF AH000 1042073						
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 179700	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 179700		20B. Locality Adj. 0	
								20C. Adj. Basic Pay 179700		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR CHIEF OF STAFF WASHINGTON,DC						
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant 0		
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 11/26/2018		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period		
POSITION DATA											
34. Position Occupied 3 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888		
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks *** REMARKS CONTINUED *** SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.											
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 182327621 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN						
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 12/03/2018							

GREGORY KENNEDY

(b) (6)

(b) (6)

Work Experience:

Disruptive Technology Advisors, LLC, New York, NY — October 2016 to Present

President & Chief Operating Officer — boutique merchant bank focused on creating investment products to invest in and providing advisory services to late stage private growth companies

UBS Investment Bank, New York, NY — December 2014 to June 2016

Managing Director, Head of Private Solutions — group focused on delivering investment banking and wealth management solutions to private companies and their owners

UBS Investment Bank, New York, NY — March 2013 to December 2014

Managing Director, Head/Co-Head of Financial Institutions Americas

Barclays, New York, NY — April 2010 to December 2012

Managing Director, Head/Co-Head of Banks Group, Investment Banking

Credit Suisse, New York, NY — August 2005 to February 2010

Managing Director, Banks Group, Investment Banking

Morgan Stanley, New York, NY — July 1999 to July 2005

Associate, Vice President and Executive Director, Banks Group, Investment Banking

Sullivan & Cromwell, New York, NY — October 1993 to June 1999

Associate, Mergers & Acquisitions Group

Ninth Circuit Court Appeals, Pasadena, CA — June 1992 to June 1993

Law Clerk to Honorable Alex Kozinski

Gibson, Dunn & Crutcher LLP, San Francisco, CA — April 1988 to July 1989

Stanford Intern — Paralegal

Education:

Stanford University Law School, Stanford, CA — JD with Distinction, 1992

Stanford University, Stanford, CA — BA in English, 1988

Jesuit High School, Sacramento, CA — Class of 1984

Charitable and Community:

(b) (6)



Family:

(b) (6)



Born (b) (6)



US Citizen

RODNEY P. LIESVELD

(b) (6)

(b) (6)

PROFILE

Recognized expert on all aspects of US Government space programs, particularly related to national security. Successful 27-year career in the United States Air Force followed by one year on a congressionally-mandated space commission, three years as a defense consultant, and one year working civil space programs at NASA. Acquired skills and accomplishments in broad spectrum of space and information operations activities:

- * Operational Command
- * Acquisition Management
- * Satellite Ops/Engineering
- * Strategic Planning
- * Requirements Development
- * Development Engineering
- * Policy Development
- * Budget Advocacy
- * Congressional Oversight

EXPERIENCE

Senior Advisor, Office of Administrator, HQ NASA, 2005+

- * Advises NASA Administrator and Senior Staff on a variety of policy & strategic communication matters
- * Advises on the International Space Station (ISS) Partner commitments and ISS research utilization with respect to the President's Vision for Space Exploration
- * Develops policy recommendations on how NASA meets its international agreements for ISS assembly
- * Additionally, develops program analysis and evaluation papers on Agency cross-cutting issues as assigned by the Administrator or his Senior Staff affecting the implementation of the Vision for Space Exploration

Assistant Associate Administrator (Policy&Plans), Office of Space Operations, HQ NASA, 2004-05

- * Member of Senior Executive Service
- * Senior manager for development and integration of policies, strategies, and programs
 - Responsible for strategic communication of Space Operations programs to external interfaces/groups
 - Managed relations with Congress, Dept of Education, External Advisory Committees/Boards, Industry, International, Public, and other Intergovernmental entities, i.e., OSTP/OMB/GAO/IG/DoD

Senior Manager, Space Systems, Northrop Grumman IT---TASC, Chantilly, VA, 2001-2004

- * Senior Principal Member of TASC professional staff and Project Manager
- * Advised numerous Government customers on national security space programs and activities
 - Office of Secretary of Defense, U.S. Air Force, NRO, AF Space Command, Intel Community
 - Addressed changes in concepts, organization, process, technology application and equipment to achieve significant gains in operational effectiveness, operating efficiencies, and cost reductions
 - Advised on Space Commission & NRO Commission recommendations and implementation actions

Senior Professional Staff, National Commission to Review the NRO, Wash, DC, 2000-2001

- * Orchestrated fact-finding presentations, arranged critical testimony regarding:
 - NRO roles and missions
 - Organizational structure
 - Technical skills
 - Contractor relationships
 - Acquisition authorities
- * Evaluated NRO relationships to other agencies and departments of the Federal Government
- * Prepared issue papers for discussion during Commission hearings and deliberations
- * Summarized key findings
- * Drafted Final Report language containing Commission conclusions and recommendations

Deputy Director, Space & Nuclear Deterrence, HQ USAF, Pentagon, Washington, DC, 1998 -2000

- * Directed development, purchase, and life cycle support for all AF space programs
- * \$6.0 billion annual budget
- * Senior advisor for all AF special access programs, including information operations
- * Coordinated and advocated AF space programs among all DoD organizations
- * Articulated space program status, plans, and funding requirements to Congress
- * Directed AF major commands, labs, and centers on space acquisition activities
- * Managed 95 person military, civilian, and contractor staff on behalf of director
- * Developed AF position on space programs

Highlights: Hand-picked: 1) member of CSAF-directed working group to address organizational merger of AF space & information operations, 2) AF advisor to Defense Science Board review of DoD's Space Superiority programs/activities, 3) member of AF Board of Directors review group to address weaponizing space policy, and 4) lead AF representative to OSD Broad Area Review of Space Control .

Liaison Officer for Commander-In-Chief, U.S. Space Command, Pentagon, Wash, DC, 1996 -1998

- * Eyes and ears for Commander-In-Chief
- * Washington, DC, representative for all space plans, programs, and budget matters
- * Developed positions and coordinated with DoD, White House, and congressional staffs
- * Gathered and passed relevant information of interest to affected senior staff officers
- * Assured Commander-In-Chief's position reached appropriate Washington offices
- * Represented Commander-In-Chief as required

Highlights: Hand-picked: 1) member of small [SecAF & DepSecDef approved] team to reorganize DoD Space Management structure – resulted in National Security Space Architect, 2) key contributor for new Unified Command Plan language regarding US Space Command responsibilities to include: "single point of contact for all military space operational matters," and 3) member of AF working group on CSAF-directed plan to "integrate air & space into a seamless whole."

Commander, 50th Operations Group, 50th Space Wing, Schriever AFB, Colorado, 1994 -1996

- * Commanded 1700 personnel in 10 squadrons all worldwide: 6 space operations, 3 operational support, and 1 reserve unit
- * Developed career training plans
- * Oversaw the operation of more than ninety DoD satellites: navigation, communication, surveillance, and weather
- * Wing Vice Commander (6 mo.)
- * Managed 24-hour satellite command and control network, including launch support, early orbit check-out, and space environmental forecasts

Executive Assistant, Ballistic Missile Defense Organization, Washington, DC, 1991 -1994

- * Advised and assisted Director
- * Interacted with senior, Executive Branch policy-makers
- * Authored official charter and negotiated it among Services
- * Coordinated with National Security Council staff, Services, and Joint Staff
- * Emphasis on national security space programs
- * Directed the operation of the office of the Director
- * From '91-'93, this position was known as Military Assistant to Director, SDIO

Highlights: Handpicked: 1) principle author of new BMDO Charter that transformed organization into viable DoD acquisition agency and empowered its Director with unambiguous authority and responsibilities, 2) member of small CJCS task force to evaluate "space roles & missions" across the services and agencies, and 3) conceived, authored, and negotiated Memorandum of Understanding among SDIO Director and service Secretaries regarding management relationships.

Student, Industrial College of the Armed Forces, Ft Lesley J. McNair, Washington, DC, 1990 -1991

Highlights: Authored executive research project: An Assessment of Strategic Defense Advocacy and Its Effect on the SDI Program; Is It Time for Another Key West Conference?

Chief, Ballistic Missile Defense Division, HQ AF Space Command, Peterson AFB, CO, 1988 -1990

- * Developed operational requirements and concepts of operations for Strategic Defense Systems

Highlights: *Championed two statements of operational need that resulted in validated AF requirements for space-based ballistic missile defense weapons and associated command and control. Also developed a ballistic missile defense concept of operations to reflect appropriate command relationships among US Space Command components and the services.*

Member, Air Force Blue Ribbon Panel on Space, Maxwell AFB, Alabama, 1998

- * Charted the future role and responsibilities of the Air Force in space

Air Force Research Associate, Center for International Studies, MIT, MA, 1987 -1988

- * Air Force national security fellowship program

Special Assistant to the Director, Strategic Defense Initiative Organization, Wash, DC, 1984 -1987

- * Personal representative of Director and Deputy Director for specific problems
- * Secretary of Defense's member of Nuclear and Space Talks in Geneva as SDI technical advisor
- * Worked with Military Departments, Joint Staff, and National Security Council staffs
- * Member of White House SDI task force and various interagency SDI working groups

Highlights: *Charter member of presidentially-directed DoD agency---in the words of SDIO's first Director: "The President and Secretary of Defense chose me to direct this organization. I chose [Rod] Liesveld to help make SDI happen, and it has." Briefed Soviet delegation at arms control talks on SDI program and received following accolade from head of US delegation addressed to the Secretary of Defense: "Cap, the briefing went off without a hitch. [Rod] Liesveld distinguished himself in a pressure situation and our special appreciation goes to him. Because of [his] forceful and candid presentation, President Reagan has been well served in seeking reciprocal candor from the General Secretary of the Soviet Union."*

Space Intelligence Requirements Manager, Defense Intelligence Agency, Wash., DC, 1983 -1984

- * Member of 1st US-USSR Space Net Assessment team
- * Briefed Soviet space threat to NATO Defense Ministers
- * Detailed to help establish SDIO as separate Defense Agency

Advanced Space Systems Requirements Manager, HQ SAC, Offutt AFB, NE, 1981 -1987

- * Developed requirements and operational concepts for advanced space systems

Highlights: *Represented the command's warfighting interests as Air Force established new major command for space.*

Chief, Software & Sensors Section, 4000th Satellite Operations Group, Offutt AFB, NE, 1977 -1981

- * Performed on-orbit analysis and state of health for Defense Meteorological Satellite Program satellites
- * As Space Systems Test Manager, responsible for the development and integration of a new ground segment, a new space vehicle segment, and a new launch vehicle segment

High Energy Laser Development Engineer, AF Weapons Laboratory, Kirtland AFB, NM, 1974 -1977

- * Developed, and principle user of, in-house laser optics computer models in support of high-energy laser research, the Airborne Laser Laboratory, and ground-based laser concepts

Graduate Student, College of Engineering & Technology, University of Nebraska, 1972-1974

- * MSEE graduate studies (Electro-optics/Electromagnetic Theory) on an Educational Delay program

EDUCATION

M. S. Electrical Engineering, University of Nebraska, Lincoln, NE

Masters of Arts in Business Management, New Mexico Highlands University, NM

B. S. Electrical Engineering, University of Nebraska, Lincoln, NE

Seminar XXI - Foreign Political & International Relations, Massachusetts Institute of Technology, Wash., DC

Industrial College of the Armed Forces, Fort McNair, Washington, DC

National Security Management (Correspondence – **Distinguished Graduate**), Maxwell AFB, AL

Air Command and Staff College (Seminar), Maxwell AFB, AL

CHRISTINA MANDREUCCI

(b) (6)

PROFESSIONAL EXPERIENCE

U.S. Senate, Office of Senator Marco Rubio (R-FL), Washington, DC

Deputy Press Secretary

December 2016 – Present

- Manage press inquiries and serve as on-the-record spokesperson
- Pitch stories to national and Florida print reporters, TV networks, and radio shows
- Prepare and brief Senator Rubio for media appearances
- Develop and maintain close working relationships with reporters and producers
- Develop and assist in the implementation of Senator Rubio's media plan and strategy

Marco Rubio for U.S. Senate Campaign, Miami, Florida

Deputy Press Secretary

July 2016 – November 2016

- Pitched, booked and coordinated nearly 200 TV, radio, and print interviews for Senator Rubio
- Provided background information and on-the-record statements to reporters
- Planned multiple TV "round robins" with Florida networks and several satellite media tours

U.S. Senate, Office of Senator Marco Rubio (R-FL), Washington, DC

Deputy Press Secretary

March 2016 – July 2016

- Wrote and edited press releases, statements, op-eds, blog posts and social media posts
- Pitched and booked radio interviews
- Managed and maintained website and social media accounts

Communications Assistant

September 2015 – February 2016

- Managed around the clock tracking of press
- Drafted and sent press releases, managed the office's press list
- Wrote blogs and op-eds

Marco Rubio for President Campaign, Washington, DC

Press Assistant

March 2016

- Booked radio for surrogates
- Drafted and sent press releases
- Tracked TV commentary to pull positive coverage for messaging

U.S. House of Representatives, House Committee on Veterans Affairs, Washington, DC

Staff Assistant

December 2014 – September 2015

- Managed committee communications between the Chairman and VA Officials
- Wrote official correspondence for the Chairman on legislative and committee matters
- Assisted Digital Manager with daily assignments such as clips and speech editing

U.S. Senate, Office of Senator Marco Rubio (R-FL), Washington, DC

Press Intern

August 2014 – December 2014

- Compiled press clips
- Prepared media material for senior communications staff

Johnson & Johnson, New Brunswick, NJ

Intern in Legal Department

May 2012 – August 2012, May 2011 – August 2011

- Managed claims and cases in litigation
- Served as co-facilitator for the coordination and execution of the J&J Symposium for over 100 interns/c-ops

EDUCATION

Saint Joseph's University: **Bachelor of Science, International Relations**

May 2013

John Cabot University: **Study Abroad in Rome, Italy**

Fall 2011

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) MANDREUCCI, CHRISTINA MARIE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 11/13/2017						
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number SOCIAL MEDIA SPECIALIST NG000 1038013										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis		16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award		21. Pay Basis
									GS	0301	09	01	54972		PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 43251		20B. Locality Adj. 11721		20C. Adj. Basic Pay 54972		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS NEWS & MULTIMEDIA DIVISION WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 11/13/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 11/13/17. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. APPOINTMENT IS INDEFINITE. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS							50. Signature/Authentication and Title of Approving Official 172198885 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN								
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 11/22/2017											

SCOTT J. MASINO

(b) (6)

(b) (6)

Law enforcement professional with a strong background in personnel management, protocol etiquette, executive protection, criminal investigation and defensive tactics. Demonstrates the ability to deliver strong executive protection skills in a variety of settings including local government, private executives, celebrities and presidential candidates. Additionally, served as the White House Advance Lead for Vice Presidential events ensuring political protocols are met. Currently serve as a safety manager overseeing a one-million-dollar budget. Successfully served over 18 years in a supervisory capacity in both the private and public sectors. Retired after more than 20 years of police service but maintains law enforcement credentials as a full authority reserve police officer.

EDUCATION

Bachelor of Science – Administration of Public Safety: Police and Fire Services – 2008

GRAND CANYON UNIVERSITY - Phoenix, Arizona

Associate of Arts – Administration of Justice – 1991

GLENDAL COMMUNITY COLLEGE – Glendale, Arizona

PROFESSIONAL EXPERIENCE

ARIZONA PUBLIC SERVICE (APS) - Phoenix, AZ

2013-Present

Corporate Safety Manager – Provides direct oversight to a team of safety professionals ensuring the OSHA compliance and safety of 6,500 utility service workers. The Corporate Safety Manager provides governance and oversight of all regulatory standards to include compliance at the Nations largest nuclear power facility, Palo Verde Nuclear Generating Power Plant. In addition, the Manager provides direct oversight of the Public Safety team and is responsible for the development of programs and presentation to educate the public on the hazards of electrical utilities and to ensure proper investigation are conducted during significant safety events. The Manager also has direct oversight of the DOT program, ensuring compliance of the DOT regulations for over 800 service vehicles.

PHOENIX POLICE DEPARTMENT – Phoenix, AZ

1992-Present

Police Officer - Served as a patrol officer in the Maryvale Precinct. Recognized for superior service and was hand selected to serve as the precinct Special Projects Officer to lead targeted crime suppression projects in key high crime locations. As the Special Projects Officer, received local and national accolades for criminal enforcement activity. In 1999, received the National Association of Police Officers (NAPO) Top Cops Award for actions taking during a critical event. Recipient of the Phoenix Police Department's Medal of Valor, Medal of Lifesavings and two Distinguished Service Medals.

Police Sergeant - Promoted to Police Sergeant in June of 2000. Served as a patrol supervisor in the Deseret Horizon Precinct. Held direct supervision of patrol officer who handled initial response to criminal calls for service. Initial response calls include violent crimes such as armed robberies, homicides and sexual assaults. The initial investigations included the apprehension of suspects, preservation and collection of evidence and interviews of suspects, victims and witnesses

Reserve Division Operations Sergeant – Direct report to the Executive Police Chief. This role served as the direct supervisor with oversight of a team of officers that were responsible for the recruitment, background investigation and training of reserve officers and the development of Departmental Policies and Procedures. Reserve officers are full authority police officers. As the Bureau sergeant, I developed

a 620-hour police academy to cater to an adult learning environment. The program was met with great success, under my leadership the bureau grew from 25 reserve officers to over 150.

Air Support Supervisor – Direct supervision of Air Support Pilots and Flight Observers. Ensured the field officers were directed to criminal conduct and apprehension of suspects. Participated in medical rescue missions (mountain rescues). This position required partnerships with various public service entities such as fire department personnel and multiple police jurisdictions.

Mayor's Protection Detail Supervisor (City of Phoenix, Mayor Gordon and Mayor Stanton) – Hand selected to lead the detail, direct report to the Chief of Police. In this role the supervisor serves as the direct conduit for the Mayor in relation to matters of safety and protection for the Mayor, his family and staff. Security measures included conducting threat vulnerability assessments of residential and office structures. In this role, I oversaw the safety of the Mayor at over 10,000 events both locally and nationally. While travelling nationally I ensured protocol etiquette was followed at each venue. Directed travel arrangements, conducted advance security measures, secured safe rooms, developed ingress and egress routes to include emergency evacuation plans, coordinated medical standbys in the event of medical emergency, acted as the direct body person. This position required direct communication with the Chief of Staff and Scheduler to ensure efficient and seamless service. This position required the highest level of integrity and confidentiality. Additionally, this position directly oversaw the investigation of threats to the Mayor and his family.

BOARD MEMBERSHIPS

BOARD PRESIDENT, ANGELS ON PATROL

2016 – PRESENT

PROFESSIONAL CERTIFICATIONS

Arizona Police Officer Standards and Training (AZPOST) – Certified Police Officer (current)
Department of State Executive Protection Trained, (Solutions Group International)

(40 hours of Instruction)

Phoenix Police Department Executive Protection Trained (80 hours of Instruction)

Colorado State Police Executive Protection Trained (40 hours of Instruction)

Arizona Post Certified General Instructor

Arizona Post Certified Defensive Tactics Instructor

Phoenix Police Department Certified Rifle Operator Certified (40 hours of Instruction)

AED and CPR Trained

National Incident Management Systems (NIMS) trained

Incident Command System (ICS) trained

Tap Root Investigation trained

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) MASINO, SCOTT J					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 02/11/2019						
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045482										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis		16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award		21. Pay Basis
									GS	0301	15	10	164200		PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 136659		20B. Locality Adj. 27541		20C. Adj. Basic Pay 164200		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 02/11/2019		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 8		44. POSITION SENSITIVITY CRITICAL-SENSITIVE							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 02/11/19. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . APPOINTMENT IS INDEFINITE. POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. SERVES AT THE WILL OF THE PRESIDENT WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 190142597 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 02/08/2019											

JAMES MORHARD

(b) (6)

OBJECTIVE

Serve as the Deputy Administrator of NASA.

BACKGROUND

Senior executive integrating internal controls and processes affecting organizational and cultural change for the Senate Majority Leader. These changes include acquisitions, facilities management, budgeting, operational and physical security and human resources. Practiced in rebuilding outdated management systems rather than building around evolved bureaucratic constraints - such as base budgeting. At the same time, implementing needed changes to an operational organization which resulted in consistent and timely products and services. Known for cutting through unnecessary bureaucracies and using available funds to ensure effective strategic results, functionality and prompt action.

EXPERIENCE

Sergeant at Arms of the United States Senate

Deputy Sergeant at Arms (2 years)

2015-Present

- Moving the culture of over 2,700 employees to one of service to the Senate.
- Establishing planning, programming, budgeting and execution processes to create better financial management for proposing, managing and defending the \$204 million Senate legislative appropriation.
- Through these systems and processes, established timely decision-making and effective operations to keep the Senate functioning at acceptable risk levels. This effort includes challenges with cyber-security and IT. Built a multi-functioning cyber security program that is now a template for other organizations at the Capitol.

Morhard & Associates, L.L.C.

Managing Partner (10 years)

2005-2015

- Developed and helped implement comprehensive strategies to streamline organizations such as Cisco Systems, DRS Technologies, LexisNexis, Owens Corning, and Booz Allen.

Committee on Appropriations, United States Senate

Chief of Staff (2 years)

2003-2005

- Managed a staff of 68 to review and pass the annual discretionary appropriations for the United States, which at the time totaled \$731 billion.
- Assembled and negotiated the 2004 and 2005 Omnibus appropriations bills - including funds to conduct and support space flight, spacecraft control and NASA communications.
- Secured the passage of the first two war supplementals during this time.
- Worked closely with Senate and House Leadership, the OMB Director and the Offices of the Vice President and President to win passage of all these bills.

Appropriations Subcommittee on Commerce, Justice, State, Judiciary & Related Agencies*Senate Clerk (6 years)*

1997-2003

- Passed legislation appropriating \$38 billion for these agencies - while routinely requesting the lowest possible funding allocation from the full committee to reduce the culture of growth. Beforehand, the bill had not passed out of the Senate for two years.
- Instituted DOD's Research and Development budget process at NOAA to establish internal controls that allowed for better undersea research.
- Reviewed and managed all funding for diplomatic and consular affairs, embassy security, construction and maintenance. This effort included reviewing international organizations and conferences and exchange programs.
- Before 9-11, created a vision for fighting terrorism and passed implementing legislation through hearings, mark-ups, conferences with House Appropriations, OMB and NSC.

Appropriations Subcommittees on Defense and Military Construction*Professional Staff Member and Senate Clerk (6 years)*

1991-1997

- Enacted \$7 billion for military construction worldwide. These funds included repair, rehabilitation, revitalization, modification and consolidation of existing facilities.
- Reviewed and approved facility planning and design, environmental compliance, acquisition and condemnation of real property as authorized by law.
- Reviewed the Shipbuilding Construction, Navy appropriation and attained approval for the New Attack Submarine. Worked with program managers to address specific challenges to shipbuilding programs and DOD's Real Property Maintenance backlog.
- Created accounting controls for the Defense Environmental Restoration account.

Offices of Senator Pete Wilson (R-CA) and Senator Robert W. Kasten, Jr. (R-WI)*Legislative Director, National Security Legislative Assistant and Fellow (8 years)* 1983-1991

- Secured authorization and appropriations for numerous defense programs.

Office of the Secretary of the Navy and Comptroller of the Navy*Accountant and Budget Analyst (5 years)*

1978-1983

- Reviewed and managed Other Procurement, Navy and RDT&E, Navy appropriations. Recommended changes for the Navy's internal program review for accounts in both appropriations. Afterwards, performed the final Navy Comptroller budget review and ensured that programs remained intact during further budget reviews.
- Trained as a Financial Management Trainee and worked at the Naval Audit Service.

EDUCATION

-
- | | |
|---|------|
| • J.D., Georgetown University Law Center, Washington, DC | 1993 |
| • M.B.A., George Washington University Law Center, Washington, DC | 1984 |
| • B.S. in Accounting, St. Francis University, Loretto, PA | 1978 |

MEMBERSHIPS & CLEARANCES

-
- | | |
|--|--------------|
| • Member of Bar in Washington, DC and Pennsylvania | 1994-Present |
| • Trustee at Saint Francis University, Loretto, PA | 2005-2015 |
| • Board member of National Center for Missing and Exploited Children | 2005-2007 |

(b) (6)

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) MORHARD, JAMES WILLIAM					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 10/17/2018			
FIRST ACTION					SECOND ACTION							
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action					
5-C. Code ZNM		5-D. Legal Authority PRESIDENTIAL/SENATE APPT			6-C. Code		6-D. Legal Authority					
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority					
7. FROM: Position Title and Number					15. TO: Position Title and Number DEPUTY ADMINISTRATOR AB000 1030275							
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan EX	17. Occ. Code 0301	18. Grade or Level 03	19. Step or Rate 00	20. Total Salary/Award 165300	21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 165300		20B. Locality Adj. 0	20C. Adj. Basic Pay 165300	20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR DEPUTY ADMINISTRATOR WASHINGTON,DC							
EMPLOYEE DATA												
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)		
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant T			
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 04/18/1988		F FULL-TIME		33. Part-Time Hours Per Biweekly Pay Period				
POSITION DATA												
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888			
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA								
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 10/17/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) FROZEN SERVICE NONE THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. INELIGIBLE FOR LEAVE. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN THE PAY RATE OF AN EMPLOYEE OCCUPYING A POSITION SUBJECT TO THE PAY FREEZE FOR CERTAIN SENIOR POLITICAL OFFICIALS SHALL BE BASED ON THE RATE OF PAY AND APPLICABLE PAY LIMITATIONS IN EFFECT ON DECEMBER 31, 2013 CONFIRMED BY THE SENATE ON 10/11/2018. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.												
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 182019102 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN							
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 10/18/2018								

(b) (6)

ADVANCED ANALYTIC PROFESSIONAL AND SCIENTIST

Versatile analytic and scientific professional with 2 years of direct data science experience from roles in political campaigns and financial services and over 9 years performing analytics, predictive modeling and meteorology. Armed with problem-solving and critical-thinking skills and equipped with a solid understanding of machine-learning models, science policy, thinking creatively, and traversing big picture concepts.

PROFESSIONAL EXPERIENCE

Transition Team for President-Elect Donald Trump, New York, NY

Staff | Presidential Appointments

Dec. 2016 – Present

Assist with organization of applications and appointment data for the Presidential Appointments Team.

Donald J. Trump for President New York, NY

Data Analyst | Political Data and Voter Contact Outreach Division

Aug. 2016 – Nov. 2016

Assisted with an effective and winning strategy to identify typical non-voters in battleground states using traditional "GOTV" methods combined with data science strategies and mobilizing over 72 million voters during the General Election

Career Highlights

- Designed reporting to monitor strategies that increased voter registration by 30% from the Primaries to General Election and delivered over 200 million supporter emails, 18 million phone calls, and 13 million door knocks
- Designed framework for data extraction, cleaning and management for campaign data of 72 million voters
- Improved the design and management of internal databases from planning stage through implementation and support between the Republican National Committee (RNC) and the Trump Campaign, effectively enhancing the growth of the RNC voter file (190 million voters), utilized for voter outreach strategy and defining multiple paths to victory.
- Administered content for the online phone banking system, "Trump Talk," motivating = volunteers to achieve goals through social status and achievement, enabling 90,000 volunteers to register and make 1.2 million live phone calls
- Created ad-hoc visualizations for Advance Team and visual dashboards for Election-Day Operations

American Express, New York, NY

Consultant Data Analyst | Global Merchant Service and Risk Information Management Group

Nov. 2015 – Jun. 2016

Brought competitive excellence to AMEX credit risk management division by leveraging analytic methods.

Career Highlights

- Developed reporting for a \$3 billion global merchant risk portfolio, which involved over 1700 accounts in airlines, cruise lines, hotel travel, and online retail industries
- Saved organization \$1.8 M per year by designing a small business fraud scanner with a 20% hit rate

Hudson Data, New York, NY

Data Science Instructor | BitBootCamp

Oct. 2015 – Jun. 2016

Career Highlights

- Taught cutting edge predictive modeling strategies and analytics to academic and industry audiences
- Increased monthly profit by 6% by maintaining a 100% completion rate of all students who signed up for courses

ABC TELEVISION, New York, NY

Freelance Meteorologist, ABC World News and Good Morning America

Sep. 2015 – Apr. 2016

Career Highlights

- Provided meteorological guidance for on-air talent
- Produced the meteorological/weather segment for live television with a national audience reach of 4.6 Million

CITY COLLEGE OF NEW YORK, New York, NY

Adjunct Assistant Professor | Department of Earth and Atmospheric Sciences

Jan. 2014 – Dec. 2015

Managed research team in regional climate model investigations of the Arctic Melting. Worked with predictive modeling, statistical analysis, and proposal writing for Greenland melting research. Taught both graduate classes on climate and hydrology and undergraduate classes on earth science and meteorology.

Career Highlights

- Developed and instructed graduate level hydrology and Earth Science courses containing over 600 students.
- Awarded \$200K in **NASA Post-Doctoral Fellowship** (Jan. 2014 to Oct. 2015) for climate model research
- Promoted to Adjunct Assistant Professor before completion of Post-Doctoral Fellowship

N.A.S.A., New York, NY

Scientist, Atmospheric Science | NASA Goddard Institute for Space Studies Jan. 2007 – Dec. 2013

Conducted, led and directed teams on cutting-edge regional climate model methods. Led efforts to investigate numerical weather prediction of tropical rains and circulation patterns and improve regional modeling technology.

Career Highlights

- Awarded \$450K in NASA grants to further research initiatives in modeling and regional climate prediction
- Conceptualized algorithm for investigating perturbed physics for the NASA Goddard global climate model.
- Completed Ph.D. thesis research while working as a NASA Research Fellow
- Published author for papers evaluating model output; published in Tier 1 journals with large impact factors

Credentials

- NASA Graduate Student Research Program Fellow, NASA Goddard Institute for Space Studies, New York
- Undergraduate Buton Waller Full-Tuition Fellowship, The Pennsylvania State University, PA

(b) (6)

Education

- Post-Doctoral Fellow, Regional Climate Modeling, The City College of New York
- Ph.D., Environmental Studies: Focus on Atmospheric Science, University of Colorado, Boulder, CO
- Master of Science, Environmental Studies: Focus on Science Policy, University of Colorado, Boulder, CO
- Bachelor of Science, Meteorology, The Pennsylvania State University, University Park, PA

Skills

- Applications: Navicat, SQL Server, MySQL, SQL-Teradata, Excel, H2O, GIT, and WSI
- Programming: Python, R, NCL
- Systems: Windows, Apple, and Unix/ Linux, High Performance Computing Environments
- Domain Knowledge: Predictive Modeling, Political Data Analysis, Weather Forecasting, Statistical Analysis

(b) (6)

EXPERIENCE**The White House***Lead Press Representative**Jan 2017 – Present*

- Implement Presidential protocol and exercise diplomacy while representing the United States in negotiations regarding Presidential visits with foreign governments, agencies, businesses and media organizations.
- Shape communications strategy on external messaging events.
- Conduct research on an as needed basis of strategic impact of Presidential visits.
- Facilitate access, coverage and interviews by White House Correspondents Association while providing informational reports to members of the Presidential press pool.
- Lead multi agency teams in successfully planning, managing and executing Presidential visits.

58th Presidential Inaugural Committee*Dec 2016 – Jan 2017**Parade Organizer*

- Managed parade logistics for public and media outlets while working closely with law enforcement and city officials.

Donald J. Trump for President, New York, NY*May 2015 – Nov 2016**National Campaign Coordinator and Press Advance Lead*

- Managed HQ operations with Campaign Manager starting as a 2-person office staff.
- Built headquarters and state operations including approving new hires, onboarding all employees and managing national and state budgets.
- Acted as liaison and representative for Campaign Manager.
- Worked to implement data driven political strategy and digital advertising campaigns.
- Traveled domestically and internationally to organize Presidential Campaign events from a communications perspective.
- Facilitated event access and press coverage by national and local press corps.
- Arranged press interviews at headquarters and campaign stops.
- Wrote, edited and distributed press releases while maintaining press relationships.
- Vetted visit locations from communication, logistical and security perspectives.

BetterCloud, New York, NY*February 2015 – May 2015**Marketing Analyst*

- Performed data analysis on consumer interactions

EDUCATION**NEW YORK UNIVERSITY, B.A. Public Policy and Communications***June 2015**In major GPA: (b) (6)*Honors:

- TedxNYU 2015 speaker "Beyond Partisan Politics" youtu.be/FsgHwRZpNZs
- 1st Place – National Case Competition 2015: Domestic Policy – Education Reform
- NYU President of the Year 2015 Award
- Presidential Service Award for Leadership and Community Building 2014
- Order of Omega Academic Honor Society Exemplary Leader Award 2014

GEORGETOWN LAW SCHOOL, J.D. Candidate*Aug 2016 – Jan 2017**(Took leave of absence to work at the White House)*

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) POWERS, MEGAN K.	2. Social Security Number (b) (6)	3. Date of Birth (b) (6)	4. Effective Date 01-20-2017
--	---	------------------------------------	--

FIRST ACTION

SECOND ACTION

5-A. Code 170	5-B. Nature of Action Excepted Appointment	6-A. Code	6-B. Nature of Action
5-C. Code ZLM	5-D. Legal Authority 3 USC 105	6-C. Code	6-D. Legal Authority
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority

7. FROM: Position Title and Number	15. TO: Position Title and Number LEAD PRESS ADVANCE REP RBB13 - 23982
------------------------------------	--

8. Pay Plan AD	9. Occ. Code 0301	10. Grade/Level 00	11. Step/Rate 00	12. Total Salary \$77,000.00	13. Pay Basis PA
12A. Basic Pay \$77,000.00	12B. Locality Adj. \$0	12C. Adj. Basic Pay \$77,000.00	12D. Other Pay \$0		

14. Name and Location of Position's Organization	22. Name and Location of Position's Organization THE WHITE HOUSE OFFICE OFFICE OF SCHEDULING AND ADVANCE ADVANCE IB WASHINGTON, DC
--	--

EMPLOYEE DATA

23. Veterans Preference (b) (6)	24. Tenure 3	25. Agency Use N	26. Veterans Preference for RIF (b) (6)
---	------------------------	----------------------------	---

27. FEGLI (b) (6)	28. Annuitant Indicator	29. Pay Rate Determinant 0
-----------------------------	-------------------------	--------------------------------------

30. Retirement Plan (b) (6)	31. Service Comp. Date (Leave) 01-20-2017	32. Work Schedule F Full-Time	33. Part-Time Hours Per Biweekly Pay Period
---------------------------------------	---	---	---

POSITION DATA

34. Position Occupied 2	35. FLSA Category E	36. Appropriation Code 100002000	37. Bargaining Unit Status 8888
-----------------------------------	-------------------------------	--	---

38. Duty Station Code 110010001	39. Duty Station (City - County - State or Overseas Location) WASHINGTON / DISTRICT OF COLUMBIA / DISTRICT OF COLUMBIA
---	--

40. Agency Data CLC-0009	41. (b) (6)	42.	43. Tbl Id- 0000	44. EDUC-14/INSTR PGM-451099/YR-2015
------------------------------------	--------------------	-----	------------------	---

45. Remarks

Appointment affidavit executed 20-JAN-2017.

Employee is automatically covered **(b) (6)**

OPF maintained by OFFICE OF ADMINISTRATION, WASHINGTON DC 20503.

You must elect to enroll or not to enroll in Health Benefits within 60 days after the effective date of this action.

Flexible Spending Account (FSA), you have 60 days from the date of hire but no later than October 01 of the plan year to elect coverage. If hired on or after Oct 01, you are eligible to elect FSA during the FSA open season. Please visit: <https://www.fsafeds.com/GEM> for more information.

You have 60 days from the date of this action to enroll in the Federal Employees Dental or Vision (FEDVIP) plan. Please visit <https://www.benefeds.com/> for more information .

Remarks Continued On The Next Page

46. Employing Department or Agency White House Office (WH01)	50. Signature/Authentication and Title of Approving Official JoAnna C. Spicer for Director, Human Resources Mgmt - Electronically Signed	
47. Agency Code WH01	48. Personnel Office ID 4231	49. Approval Date 01-20-2017

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) POWERS, MEGAN K.	2. Social Security Number (b) (6)	3. Date of Birth (b) (6)	4. Effective Date 01-20-2017
--	---	------------------------------------	--

FIRST ACTION

5-A. Code 170	5-B. Nature of Action Excepted Appointment	6-A. Code	6-B. Nature of Action
5-C. Code ZLM	5-D. Legal Authority 3 USC 105	6-C. Code	6-D. Legal Authority
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority

SECOND ACTION

7. FROM: Position Title and Number	15. TO: Position Title and Number LEAD PRESS ADVANCE REP RBB13 - 23982
------------------------------------	--

8. Pay Plan	9. Occ. Code	10. Grade/Level	11. Step/Rate	12. Total Salary	13. Pay Basis	16. Pay Plan AD	17. Occ. Code 0301	18. Grade/Level 00	19. Step/Rate 00	20. Total Salary/Award \$77,000.00	21. Pay Basis PA
12A. Basic Pay	12B. Locality Adj.	12C. Adj. Basic Pay	12D. Other Pay	20A. Basic Pay \$77,000.00	20B. Locality Adj. \$0	20C. Adj. Basic Pay \$77,000.00	20D. Other Pay \$0				

14. Name and Location of Position's Organization

22. Name and Location of Position's Organization
**THE WHITE HOUSE OFFICE
OFFICE OF SCHEDULING AND ADVANCE
ADVANCE IB
WASHINGTON, DC**

EMPLOYEE DATA

23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%	24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite	25. Agency Use N	26. Veterans Preference for RIF (b) (6)
27. FEGLI (b) (6)	28. Annuitant Indicator	29. Pay Rate Determinant 0	33. Part-Time Hours Per Biweekly Pay Period
30. Retirement Plan (b) (6)	31. Service Comp. Date (Leave) 01-20-2017	32. Work Schedule F Full-Time	

POSITION DATA

34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved	35. FLSA Category E E - Exempt N - Nonexempt	36. Appropriation Code 100002000	37. Bargaining Unit Status 8888
38. Duty Station Code 110010001	39. Duty Station (City - County - State or Overseas Location) WASHINGTON / DISTRICT OF COLUMBIA / DISTRICT OF COLUMBIA		
40. Agency Data CLC-0009	41. (b) (6)	42.	43. Tbl Id- 0000
44. EDUC-14/INSTR PGM-451099/YR-2015			

45. Remarks - Continued

You have 60 days from this appointment date to enroll in the Federal Long Term Care Insurance Program (FLTCIP). More information can be found at <http://www.ltcfed.com>

You are automatically enrolled in TSP at a contribution rate of 3% of your basic biweekly pay. You may change or stop TSP contributions at any time.

Creditable Military Service: **(b) (6)**

Previous retirement coverage: **(b) (6)**

Frozen Service: 0000

46. Employing Department or Agency White House Office (WH01)	50. Signature/Authentication and Title of Approving Official JoAnna C. Spicer for Director, Human Resources Mgmt - Electronically Signed
47. Agency Code WH01	48. Personnel Office ID 4231
49. Approval Date 01-20-2017	

MATTHEW RYDIN

DEPUTY COMMUNICATIONS DIRECTOR

2018 - \$(b) (6)
2017 - \$(b) (6)
2016 - \$(b) (6)
2015 - \$(b) (6)
2014 - \$(b) (6)

CONTACT

(b) (6)

EDUCATION

Masters, Business Administration
| 2011 | Oral Roberts University,
Tulsa, OK

BS, Business Administration
| 2008 | Oral Roberts University,
Tulsa, OK

AWARDS

**First Place in 2014 House GOP
Digital Media Competition**

**Second Place in 2013 House GOP
Digital Competition**

**Top Freshman in 2013 House GOP
Digital Media Competition**

TECHNICAL SKILLS

Languages: HTML, CSS

Software: Adobe Photoshop,
Adobe InDesign, Adobe After
Effects, Final Cut Pro, Google
AdWords, Facebook Power Editor,
Wordpress

CAREER SUMMARY

- Eight years of award winning digital marketing and communications experience.
- Proven ability to develop digital strategies that result in effectively accomplishing the communication goals of an organization.
- Six years of congressional campaign digital media experience that resulted in three election victories in 2012, 2014, and 2016.
- Skilled in crafting creative messaging strategies that clearly and effectively communicate complex messages across many digital media channels.
- Built a reputation for quickly adapting to the changing digital media landscape to ensure top-level performance in digital communications.
- Outstanding ability to create integrated digital and print campaigns that effectively communicate legislative priorities to constituents and stakeholders.
- Proven ability to optimize advertising budgets on highly targeted and effective digital marketing campaigns.

PROFESSIONAL EXPERIENCE

DEPUTY COMMUNICATIONS DIRECTOR AND SYSTEMS ADMINISTRATOR

Congressman Jim Bridenstine, OK-1 | January 2013 - Present | \$74,000

- Responsible for all digital communications initiatives, including social media, website content, search engine marketing, content marketing, email marketing, and search engine optimization.
- Responsible for design and printing of marketing material promoting legislative initiatives and external communications.
- Responsible for the installation and maintenance of information technology assets in the congressional office.
- *Digital Communications*
 - Develop an award winning digital media strategy effectively utilizing a variety of platforms, including a custom website and blog, custom congressional mobile app, e-newsletters, and social media pages, including Facebook, Twitter, YouTube, and Instagram.
 - Consistently create viral content driving enormous interaction on Facebook.
 - Won multiple awards for social media, including first place in the 2014 House GOP Digital Competition, 2013 House GOP Digital Competition Top Freshman Award, and second place in the 2013 House GOP Digital Competition.
 - Develop and promote an iOS and Android mobile app that serves as a media hub for all constituent communications.

- Design and develop marketing materials for the American Space Renaissance Act which consists of a custom website, brochures, one-sheets, multiple videos, and bill summaries.
- Develop a brand identity with our District Director for the First District Congressional Office and promote brand stewardship throughout all communications efforts.
- Ensure the optimal use of our communications budget on highly targeted and effective digital advertising campaigns.
- Successfully branded and promoted two Securing America Town Hall events each resulting in attendance of over 2,000 constituents.

DIGITAL DIRECTOR

Friends of Jim Bridenstine | August 2012 – Present

- Won the 2012 general election for Oklahoma's First Congressional District by 32 points.
- Won re-election in 2014 after running unopposed in both the primary and general elections.
- *Digital Communications*
 - Responsible for all digital communications initiatives, including social media, website content, search engine marketing, content marketing, email marketing, and search engine optimization.
 - Developed the largest social media following of the entire Oklahoma congressional delegation.
 - Increased Facebook followers from roughly 7,000 to 311,000 in the span of 3 years. In 2016 alone, the campaign Facebook page had 25 million likes, comments, and shares on Facebook posts, and over 91 million video views.
 - Developed multiple custom websites and landing pages optimized for data collection.
 - Executed highly targeted digital advertising campaigns through the use of custom audiences and other collected data.
- *Field Operations*
 - Managed software solutions for campaign volunteers resulting in effective GOTV efforts.
- *Events*
 - Successfully promoted several large campaign rallies resulting in multiple events with over 3,000 attendees.

DIGITAL MARKETING CONSULTANT

Self-Employed | May 2012 – January 2013

- Developed and executed digital marketing strategies for small businesses in the Tulsa area.
- Worked with business owners to develop effective marketing budgets.
- Implemented reputation management tools to improve local search results for clients.

DIGITAL DIRECTOR

Whistler Media | February 2010 – May 2012 | \$73,000

- Designed and executed digital media campaigns for clients, including website design, search engine optimization, social media, and CRM tools.
- Managed a team of graphic designers, web developers and SEO experts tasked with executing digital media campaigns for clients.
- Responsible for managing digital media client relationships.

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) RYDIN, MATTHEW MONTGOMERY					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/14/2018						
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number SOCIAL MEDIA SPECIALIST NA000 1049538										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis		16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 13	19. Step or Rate 01	20. Total Salary/Award 96970		21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 75628		20B. Locality Adj. 21342		20C. Adj. Basic Pay 96970		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/03/2013		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 7777					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 05/14/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6). POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 180870644 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/10/2018											

GABRIEL SHERMAN

DISTRICT DIRECTOR
REP. JIM BRIDENSTINE, OK-1

✉ CONTACT

(b) (6)

🎓 EDUCATION

East Central University
Ada, OK
BS, General Studies

🏆 ACHIEVEMENTS

Rogers County 40 Under 40 2017

City of Tulsa Citation for
Outstanding Service 2016

Oklahoma House of
Representatives citation for
outstanding service to the state
2016

Oklahoma Senate citation for
outstanding service to the state
2016

First Place in 2014 House GOP
Digital Media Competition

Second Place in 2013 House GOP
Digital Competition

Top Freshman in 2013 House GOP
Digital Media Competition

CAREER SUMMARY

- Fourteen years of marketing and communications experience.
- Proven ability to develop strategies that result in effectively accomplishing the goals of an organization.
- Proven ability to build, lead, and develop efficient teams of people at every stage of my career.
- Successful at understanding the strengths and motivators of my team members and aligning them with tasks that will ensure individual and corporate success.
- Known as someone with outstanding oral and written communication skills. Entrusted to write and speak on behalf of a member of Congress for five years and frequently asked to speak on topics such as leadership, marketing, and team building throughout the business community in the Tulsa Metro area.
- Six years of congressional campaign management experience that resulted in three election victories in 2012, 2014, and 2016.
- Five years of service working with a member of Congress communicating the importance and relevance of his work on space issues to his constituents.
- Documented understanding of the importance of brand and message consistency to accomplishing the marketing and communications goals of an organization.
- Skilled in all forms of media and recognizing the importance of utilizing the strengths of each to accomplish the goals of the organization.
- Proven ability to manage budgets effectively and complete tasks on time.
- Built a reputation for successfully executing large events in a highly professional and organized manner.

PROFESSIONAL EXPERIENCE

- **DISTRICT DIRECTOR** Congressman Jim Bridenstine, OK-1 | January 2013 - Present | (b) (6)
Responsible for the vision, leadership, and management of the personnel and operations of Oklahoma's First District Congressional office.
- **Congressional Staff**
 - Recruit, hire, and equip each member of the district congressional team.
 - Work with the team corporately and individually to establish measurable objectives for success, determine the necessary daily/weekly/monthly activities to accomplish the objectives, and implement both corporate and individual scorecards to track progress towards the agreed upon goals.
 - Lead the team corporately and individually in growth activities aimed to assist them in achieving their full potential as a professional.

PROFESSIONAL EXPERIENCE (CONTINUED)

- Identify and encourage continuing education opportunities for each team member critical to their professional growth and contributions to the mission of the office.

■ Operations

- Define the mission of the district congressional office and lead the team in identifying our core focus: service, outreach, and communication.
 - *Service*
 - Establish the core areas of responsibilities for each constituent services representative.
 - Lead our team in developing a constituent services manual providing a framework for the constituent services experience at the 1st District Congressional Office.
 - Meet weekly with each constituent services representative to track progress, problem solve, and identify both strategic and tactical changes that needed to be made to our process.
 - Intervene when necessary on behalf of each constituent service representative when they encounter significant challenges with federal agencies or constituents to reach a positive resolution.
 - Promote the constituent services provided by the congressional office at speaking engagements throughout Oklahoma First Congressional District.
 - *Outreach*
 - Lead our team in developing an outreach plan that resulted in congressional representation at over 10,000 events in five years.
 - Plan and execute multiple congressional town halls that drew over 2,000 participants at each event.
 - Speak on behalf of the Congressman at over 250 events throughout the state of Oklahoma.
 - Develop and maintain relationships with local governments, elected officials, chambers of commerce, business owners, non-profit institutions, and constituents throughout the state of Oklahoma.
 - Work with the Congressman and our Scheduler to identify events that he would participate in and manage the logistics for his appearances.
 - *Communication*
 - Work with our Deputy Communications Director to develop an award winning digital media strategy that led to multiple victories in GOP Digital Competitions and effectively utilized a variety of platforms including a custom website and blog, custom congressional mobile app, e-newsletters, and social media pages including Facebook, Twitter, YouTube, and Instagram.
 - Won multiple awards for social media including first place in the 2014 House GOP Digital Competition, 2013 House GOP Digital Competition Top Freshman Award, and second place in the 2013 House GOP Digital Competition.
 - Direct video production and production of support materials including event marketing materials, brochures, one-sheets, custom website and bill summaries including the American Space Renaissance Act.
 - Manage local media relationships and worked with our Communications Director to facilitate local and national media opportunities for the Congressman.
 - Develop a brand identity with our Deputy Communications Director for the First District Congressional Office and promoted brand stewardship throughout all communications efforts.
 - Develop messaging about key legislative initiatives for distribution in the district with our Legislative Director and Communications Director.

PROFESSIONAL EXPERIENCE (CONTINUED)

■ **CAMPAIGN MANAGER** Friends of Jim Bridenstine | August 2012 - Present

■ **Results**

- Won the 2012 general election for Oklahoma's First Congressional District by 32 points.
- Won re-election in 2014 after running unopposed in both the primary and general elections.
- Won re-election in 2016 after defeating a well-funded opponent in the primary with over 80% of the vote.

■ **Responsibilities**

- *Marketing*
 - Directed the development of the Bridenstine brand including the brand strategy, identity, core messaging principles, tag-line, and guidelines.
 - Developed the campaign marketing strategy and identified the tactics necessary to carry it out effectively and within budget.
 - Managed the development and day-to-day operations of all digital media services including our website, social media, email communications, web-videos, and digital advertising.
 - Managed production and wrote scripts for each radio and TV spot produced by the campaign.
 - Managed the media budgeting, buying, and traffic across all print media and radio/TV stations.
 - Developed and distributed press releases on behalf of the campaign and served as the campaign spokesman and point of contact for the media.
- *Fundraising*
 - Managed the Friends of Jim Bridenstine fundraising plan that resulted in over \$2.3 million raised across three election cycles.
 - Managed donor relationships and contacts.
 - Managed high-profile fundraising events held on behalf of Congressman Bridenstine with presidential candidates, members of Congress, and former executive branch officials.
 - Developed content and managed all electronic fundraising efforts.
- *Events*
 - Developed, marketed, and executed political events with as many as 3,000 attendees on numerous occasions in support of the Congressman and presidential candidates.
- *Volunteers*
 - Recruited and organized a team of over 100 volunteers to work events and carry out political activities on behalf of Congressman Bridenstine.

■ **MARKETING CONSULTANT** Self-Employed | February 2012 - August 2012 | \$(b) (6)

- Developed and implemented marketing strategies for local small businesses.
- Managed marketing budgets and production of all marketing materials.
- Provided training focused on increasing new customer conversion rates and existing customer retention rates.

■ **VP OF MARKETING** Whistler Media | September 2010 - February 2012 | \$(b) (6)

- Developed and executed marketing and sales strategies for outdoor advertising products including digital and traditional billboards.
- Launched new product offerings including web design, search engine optimization, social media, and sales training.

PROFESSIONAL EXPERIENCE (CONTINUED)

- Managed a team of marketing professionals tasked with developing advertising campaigns for Whistler clients.

■ **DIRECTOR OF MARKETING** Tulsa Air & Space Museum | August 2009 - September 2010 | \$(b) (6)

- Developed the Tulsa Air and Space Museum (TASM) marketing strategy and effectively carried it out within budget.
- Managed the TASM staff, media, and vendor relationships surrounding marketing events and activities.
- Managed the promotional and operational efforts surrounding major TASM events including the QuikTrip Air and Rocket Racing Show, Oklahoma Defender Days, and Warbird Weekend.
- Responsible for all corporate communications and PR efforts including a national "Land the Shuttle" campaign as TASM competed with institutions across the country for one of the retiring space shuttles.
- Maintained the TASM website and social media pages and was responsible for developing marketing support materials for the museum's STEM education programs and space camps.

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) SHERMAN, GABRIEL JEFFERY					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/29/2018		
FIRST ACTION					SECOND ACTION						
5-A. Code 146		5-B. Nature of Action SES NON-CAREER APPT			6-A. Code		6-B. Nature of Action				
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority				
5-E. Code AWM		5-F. Legal Authority AND OPM FORM 1652			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number					15. TO: Position Title and Number SENIOR ADVISOR AA000 1049617						
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 135000	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 135000		20B. Locality Adj. 0	
								20C. Adj. Basic Pay 135000		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC						
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)					28. Annuitant Indicator				29. Pay Rate Determinant 0		
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/03/2013		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period		
POSITION DATA											
34. Position Occupied 3 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888		
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks TENURE AS USED FOR 5 U.S.C. 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) APPOINTMENT AFFIDAVIT EXECUTED 05/29/18. EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. APPROVED BY OPM ON 05/25/2018. APPROVED BY AUTHORIZING OFFICIAL ON 05/16/2018. SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. *** REMARKS CONTINUED ON THE NEXT PAGE ***											
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 180912544 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN						
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/16/2018							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle)				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/29/2018			
FIRST ACTION					SECOND ACTION						
5-A. Code 146		5-B. Nature of Action SES NON-CAREER APPT			6-A. Code		6-B. Nature of Action				
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority				
5-E. Code AWM		5-F. Legal Authority AND OPM FORM 1652			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number					15. TO: Position Title and Number SENIOR ADVISOR AA000 1049617						
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 135000	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 135000		20B. Locality Adj. 0	
								20C. Adj. Basic Pay 135000		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC						
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)					28. Annuitant Indicator				29. Pay Rate Determinant 0		
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 01/03/2013		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period			
POSITION DATA											
34. Position Occupied 3 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888			
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA								
40. Agency Data (b) (6)		42. EDUC LVL 13		43. SUPV STAT 2		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks *** REMARKS CONTINUED *** IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.											
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 180912544 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN						
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/16/2018							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) SHERMAN, GABRIEL JEFFERY				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 09/02/2018			
FIRST ACTION				SECOND ACTION							
5-A. Code 546		5-B. Nature of Action CONV TO SES NONCAREER APPT				6-A. Code		6-B. Nature of Action			
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER				6-C. Code		6-D. Legal Authority			
5-E. Code AWM		5-F. Legal Authority OPM FORM 1652				6-E. Code		6-F. Legal Authority			
7. FROM: Position Title and Number SENIOR ADVISOR AA000 1049617						15. TO: Position Title and Number DEPUTY CHIEF OF STAFF AH000 1039788					
8. Pay Plan ES		9. Occ. Code 0301		10. Grade or Level 00		11. Step or Rate 00		12. Total Salary 135000		13. Pay Basis PA	
12A. Basic Pay 135000		12B. Locality Adj. 0		12C. Adj. Basic Pay 135000		12D. Other Pay 0		16. Pay Plan ES		17. Occ. Code 0301	
								18. Grade or Level 00		19. Step or Rate 00	
								20. Total Salary/Award 135000		21. Pay Basis PA	
20A. Basic Pay 135000		20B. Locality Adj. 0		20C. Adj. Basic Pay 135000		20D. Other Pay 0					
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR CHIEF OF STAFF WASHINGTON,DC					
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%						24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)						28. Annuitant Indicator				29. Pay Rate Determinant 0	
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/03/2013		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period	
POSITION DATA											
34. Position Occupied 3 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888	
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 2		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI			
45. Remarks TENURE AS USED FOR 5 U.S.C. 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . APPROVED BY ADMINISTRATOR IN MEMO DATED 06/13/2018. APPOINTMENT IS INDEFINITE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.											
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 181192815 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN					
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 09/07/2018							

TORI SYMONDS

(b) (6)

EXPERIENCE

Office of New Jersey Lieutenant Governor Kim Guadagno
Press Secretary & Coordinator of Marketing and Communications
August 2015 to Present

*Salary 2016-\$ (b) (6)

- Plan, draft and approve all written communications on behalf of the Lieutenant Governor, including press releases, public statements, speeches, social media content and Op-Eds
- Interface as the Office's liaison to the Administration's 14 Departments, ensuring administration-wide coordination between and among Cabinet members to properly execute the Lieutenant Governor's policy priorities
- Facilitate press inquiries and interviews and manage the Lieutenant Governor's media events
- Devise and implement messaging to advance the Lieutenant Governor's key policy priorities, including employment initiatives, business outreach and veterans' advocacy

Office of New Jersey Lieutenant Governor Kim Guadagno
Confidential Aide
June 2014 to July 2015

*Salary 2015-\$ (b) (6)

* Starting Salary 2014-\$

- Served as the Lieutenant Governor's daily governmental and political point of contact, staffing and managing all events
- Developed relationships with key state, county and local government officials and constituency leaders to promote the Lieutenant Governor's policy agenda
- Drafted press releases and Op-Eds on behalf of the Lieutenant Governor
- Ensured all aspects of the Lieutenant Governor's daily and long-term preparatory logistics were properly managed, including briefings, talking points and speeches

Office of New Jersey State Assemblywoman Mary Pat Angelini
Director of Operations
January 2013 to June 2014

*Salary 2014-\$ (b) (6)

*Salary 2013-\$

- Served as in-district liaison to all Cabinet Departments to ensure the legislative and constituent needs of the Assemblywoman were achieved
- Analyzed key legislation, including tracking, summarizing and reporting of key bills to the Assemblywoman
- Managed all aspects of constituent outreach, including drafting of correspondence and executing on any necessary follow-up

*Salary 2012-\$ (b) (6)

EDUCATION

Monmouth University – West Long Branch, New Jersey

- Master of Public Policy
- Bachelor of Arts in Criminal Justice & Political Science (double major)
- Four year letter-winner, NCAA Division 1 women's field hockey
- Four-time honoree, NCAA All American Athletic Academic Squad

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) SYMONDS, TORI QUINN					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 04/03/2017						
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number LEGISLATIVE AFFAIRS SPECIALIST VA010 1039053										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis		16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 11	19. Step or Rate 01	20. Total Salary/Award 66510		21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 52329		20B. Locality Adj. 14181		20C. Adj. Basic Pay 66510		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS OUTREACH & INTERGOVMNTL AFFAIRS DIV WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 04/03/2017		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 5929					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 04/03/17. FROZEN SERVICE NONE CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. APPOINTMENT IS INDEFINITE. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT APPROVED BY OPM ON 03/15/2017 IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170682964 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 03/31/2017											

Sharon Teitelbaum

(b) (6)

PROFESSIONAL EXPERIENCE:

Christians in Commerce (Falls Church, VA)

June 2017-Present

Editor and Membership Communications

- Edit monthly newsletter, marketing materials, and external communications; assist in developing communications strategy.

The Catholic Herald (Arlington, VA)

June 2016-May 2017

Editorial Staff

- Editing, copyediting, proofreading, and fact-checking text throughout all stages of production for award-winning newspaper.

Datetree Content (Arlington, VA)

Freelance Writer and Editor

2014-June 2016

- Provide comprehensive editorial services for print and online publications.

National Association of Secondary School Principals (Reston, VA)

Associate Editor

2006-2014

- Working on association communications and member benefits including award-winning monthly magazine and bimonthly research newsletter.
- Developing and selecting editorial themes, acquiring manuscripts, contracting and supervising writers, managing graphic design team, and providing editorial and art direction.
- Editing association newspaper, press releases, advertising copy, and marketing materials.

Random House (New York, NY)

Assistant Editor

1990-1992

- Evaluating and editing manuscripts, writing jacket, cover copy, and promotional materials.
- Conducting extensive fact-checking and photo research to ensure accuracy of content.
- Working directly with authors in all aspects of book development and production.
- Interdepartmental liaison, responsible for coordinating, managing, and ensuring multiple book deadlines were met on schedule.

Trainee

1990

- Selected for exclusive training program in all aspects of publishing including: editorial, editorial management, copy editing, sales, marketing, design, business management, and production.

EDUCATION:

- **University of Denver Publishing Institute**

•**Denison University**, Bachelor of Arts, English (minor in Economics)

PROFESSIONAL DEVELOPMENT:

Writing for the Web, E-Write Online Web Training

Advanced Editing, EEI Communications

Copy Editing and Proofreading, Georgetown University

Fundamentals of Book Design, New School (NY)

Graphic Design, School of Visual Arts (NY)

SKILLS:

Microsoft Office and social media such as Facebook and Twitter

Wine Sales Consultant, WSET Level 2 certified

COMMUNITY ACTIVITIES:

•Arlington Women Entrepreneurs (2015-present)

•Volunteer for County Board campaign, Arlington, VA (2014)

•Board Member, JD Lash Memorial Skating Foundation, Alexandria, VA (2007-2010)

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) TEITELBAUM, SHARON LEE				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 04/30/2018			
FIRST ACTION				SECOND ACTION							
5-A. Code 170		5-B. Nature of Action EXC APPT		6-A. Code		6-B. Nature of Action					
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348		6-C. Code		6-D. Legal Authority					
5-E. Code		5-F. Legal Authority		6-E. Code		6-F. Legal Authority					
7. FROM: Position Title and Number				15. TO: Position Title and Number EXECUTIVE ASSISTANT NA000 1049539							
8. Pay Plan		9. Occ. Code		10. Grade or Level		11. Step or Rate		12. Total Salary		13. Pay Basis	
GS		0301		11		01		68036		PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay		20B. Locality Adj.	
53062		14974		68036		0		20C. Adj. Basic Pay		20D. Other Pay	
14. Name and Location of Position's Organization				22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC							
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%				24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6)			
27. FEGLI (b) (6)				28. Annuitant Indicator				29. Pay Rate Determinant 0			
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 04/30/2018		32. Work Schedule F FULL-TIME		33. Part-Time Hours Per Biweekly Pay Period			
POSITION DATA											
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code		37. Bargaining Unit Status 8888			
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON, DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		(b) (6)		42. EDUC LVL 14		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI			
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 04/30/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) APPOINTMENT IS INDEFINITE. POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT APPROVED BY OPM ON 04/27/2018. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.											
46. Employing Department or Agency NN - NASA HEADQUARTERS				50. Signature/Authentication and Title of Approving Official 180792650 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN							
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 04/27/2018							

Jeff Waksman

(b) (6)

Capitol Hill

- **December 2016 - January 2017: Presidential Transition Landing Team, NASA**
 - Helped craft a NASA action plan for the incoming administration
 - Special focus on science and aeronautics research
 - **August 2016 - December 2016: Rep. David Schweikert, Paid Research Fellow**
 - Legislative focus on science, energy, environment, and technology
 - Met and worked with National Academies, GAO, OMB, EPA, and academics
 - Wrote multiple bills in coordination with House Science & Senate EPW committees
 - **July 2016 - August 2016: Rep. Trent Franks, Intern**
 - Acted as de facto staff assistant for much of the summer
 - **February 2016-June 2016: Rep. Adam Kinzinger, Intern**
 - Constituent correspondence and legislative research
 - Standard intern activities: Capitol tours, flag requests, handling visitors, etc
-

Scientific/Technical Background

- **2013-2016: IBM, Research Staff Scientist**
 - Advanced semiconductor research for commercial and DARPA applications
 - Quantum computing, III-V materials, heterogeneous integration, and plasma modeling
 - Applications include both next-generation computing and military technology
 - Developing patents both for new technology and also new process development
 - **2006-2013: University of Wisconsin, Doctoral Researcher**
 - Fusion reactor science
 - Co-author of eight peer-reviewed publications in major journals
 - PhD dissertation focused on hydrogen neutral beam heating
 - **2004-2006: Columbia University, Undergraduate Researcher**
 - Plasma physics experimental research
 - Author on peer-reviewed publication
 - **2005-2005: Princeton University, NUF Fellow**
 - Astrophysics laboratory experimentation
 - **2002-2003: NASA Goddard Institute of Space Studies, Undergraduate Researcher**
 - Atmospheric dynamics modeling research
-

EDUCATION

B.S. in Applied Physics, Columbia University, 2006
Minor in Economics

M.A. in Physics, University of Wisconsin-Madison, 2009

M.S. in Nuclear Engineering, University of Wisconsin-Madison, 2009

PhD in Physics, University of Wisconsin-Madison, 2013
Dissertation Title: "Auxiliary Heating Of RFP Plasmas With NBI"

Political Experience

- **Campaign Experience:**
 - Campaign work for Chad Lee for Congress (WI), Jeff Fitzgerald for US Senate (WI), and Mary Beth Carozza for Maryland Delegate
 - Brett Davis campaign for Lieutenant Governor of Wisconsin.
 - Managed social media, co-designed campaign website, and acted as campaign surrogate at events around the state.
 - Founded Recall WEAC PAC, fighting for parent and student education rights.
 - Raised \$4000 for a billboard.
 - Represented Wisconsin as a delegate at the 2008 Republican National Convention.

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WAKSMAN, JEFF LAWRENCE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/20/2017		
FIRST ACTION					SECOND ACTION						
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 05-19-17			6-A. Code		6-B. Nature of Action				
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045482						
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 15	19. Step or Rate 01	20. Total Salary/Award 131767	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 103672		20B. Locality Adj. 28095	
								20C. Adj. Basic Pay 131767		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC						
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)					28. Annuitant Indicator				29. Pay Rate Determinant 0		
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/20/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period		
POSITION DATA											
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888		
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 21		43. SUPV STAT 8		44. POSITION SENSITIVITY NONCRITICAL-SENSITI			
45. Remarks APPOINTMENT IS ON A PROVISIONAL BASIS. YOU ARE ELIGIBLE FOR RETIREMENT COVERAGE AND FOR HEALTH BENEFITS AND LIFE INSURANCE. IF YOUR PERFORMANCE IS SATISFACTORY, AND YOU MEET ALL LEGAL QUALIFICATIONS, AND OTHER APPLICABLE REQUIREMENTS, YOU MAY BE CONVERTED TO A NONTEMPORARY APPOINTMENT BEFORE THIS APPOINTMENT EXPIRES. APPOINTMENT AFFIDAVIT EXECUTED 01/20/17. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) TEMPORARY TRANSITION SCHEDULE C (TTC) AUTHORITY FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, TH *** REMARKS CONTINUED ON THE NEXT PAGE ***											
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170348564 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN						
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 01/23/2017							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WAKSMAN, JEFF LAWRENCE				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/20/2017			
FIRST ACTION				SECOND ACTION							
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 05-19-17				6-A. Code		6-B. Nature of Action			
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)				6-C. Code		6-D. Legal Authority			
5-E. Code		5-F. Legal Authority				6-E. Code		6-F. Legal Authority			
7. FROM: Position Title and Number						15. TO: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045482					
8. Pay Plan		9. Occ. Code		10. Grade or Level		11. Step or Rate		12. Total Salary		13. Pay Basis	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		16. Pay Plan GS		17. Occ. Code 0301	
18. Grade or Level 15		19. Step or Rate 01		20. Total Salary/Award 131767		21. Pay Basis PA					
20A. Basic Pay 103672		20B. Locality Adj. 28095		20C. Adj. Basic Pay 131767		20D. Other Pay 0					
14. Name and Location of Position's Organization						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC					
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)						28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant 0	
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/20/2017		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period	
POSITION DATA											
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888	
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		(b) (6)		42. EDUC LVL 21		43. SUPV STAT 8		44. POSITION SENSITIVITY NONCRITICAL-SENSITI			
45. Remarks *** REMARKS CONTINUED *** EN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.											
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 170348564 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN					
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 01/23/2017							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WAKSMAN, JEFF LAWRENCE				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/20/2017			
FIRST ACTION				SECOND ACTION							
5-A. Code 760		5-B. Nature of Action EXT OF APPT NTE 09-16-17				6-A. Code		6-B. Nature of Action			
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)				6-C. Code		6-D. Legal Authority			
5-E. Code		5-F. Legal Authority				6-E. Code		6-F. Legal Authority			
7. FROM: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045482						15. TO: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045482					
8. Pay Plan GS		9. Occ. Code 0301		10. Grade or Level 15		11. Step or Rate 01		12. Total Salary 131767		13. Pay Basis PA	
16. Pay Plan GS		17. Occ. Code 0301		18. Grade or Level 15		19. Step or Rate 01		20. Total Salary/Award 131767		21. Pay Basis PA	
12A. Basic Pay 103672		12B. Locality Adj. 28095		12C. Adj. Basic Pay 131767		12D. Other Pay 0		20A. Basic Pay 103672		20B. Locality Adj. 28095	
								20C. Adj. Basic Pay 131767		20D. Other Pay 0	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC					
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)						28. Annuitant Indicator (b) (6)				29. Pay Rate Determinant 0	
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/20/2017		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period	
POSITION DATA											
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888	
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 21		43. SUPV STAT 8		44. POSITION SENSITIVITY NONCRITICAL-SENSITI			
45. Remarks EXTENSION APPROVED PER EMAIL DATED 5-15-17 FROM WHITE HOUSE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.											
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 170899221 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN					
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/19/2017							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WAKSMAN, JEFF LAWRENCE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 08/20/2017						
FIRST ACTION					SECOND ACTION										
5-A. Code 570		5-B. Nature of Action CONV TO EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code ZLM		5-D. Legal Authority SCH C, 213.3302(A)			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045482					15. TO: Position Title and Number POLICY ANALYST AH030 1047193										
8. Pay Plan GS	9. Occ. Code 0301	10. Grade or Level 15	11. Step or Rate 01	12. Total Salary 131767	13. Pay Basis PA	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 14	19. Step or Rate 07	20. Total Salary/Award 134426	21. Pay Basis PA				
12A. Basic Pay 103672		12B. Locality Adj. 28095		12C. Adj. Basic Pay 131767		12D. Other Pay 0		20A. Basic Pay 105764		20B. Locality Adj. 28662		20C. Adj. Basic Pay 134426		20D. Other Pay 0	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR CHIEF OF STAFF OFFICE OF STRATEGY AND POLICY WASHINGTON,DC									
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)						28. Annuitant Indicator				29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 01/20/2017		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 7777					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 21		43. SUPV STAT 8		44. POSITION SENSITIVITY CRITICAL-SENSITIVE							
45. Remarks CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. PREVIOUSLY EMPLOYED AT GS- 15/01 \$131767 (b) (6) . SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 171521104 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 08/18/2017											

Ien Rae Wang

(b) (6)

EXECUTIVE MANAGEMENT

Leadership / Integrity / Strategic Communications / Teamwork / Visionary

SUMMARY OF QUALIFICATIONS

Strategic communications and public affairs professional specializing in media and government relations with extensive public policy comprehension; management and leadership experience; proven problem-solving abilities; crisis communications expertise; successful internal and external messaging and spokesperson record; and productive, collaborative relationships.

Core competencies include:

- Strategy Development
- Public Policy & Programs
- National Media Relationships
- Professional Spokesperson
- Writing and Editing Skills
- Branding and Marketing
- Results and Deadline-oriented
- Constituent-focused Service
- Gubernatorial and Congressional Senior Staff Experience

PROFESSIONAL EXPERIENCE

Deputy Chief of Staff/District Director & Communications Director

Lincoln, NE

Congressman Don Bacon (R-NE-CD2)

November 2016 – Present

- Open and Direct the District Office in Omaha
- Develop 2-year, 4-year, and 6-year strategic political and outreach plan
- Coordinate all District activities with D.C. Office
- Create and manage branding, media and communications plan for communications office

State Vice Chair for Trump & State Director/Deputy State Director

Lincoln, NE

Donald J. Trump for President, Inc.

April 2016 – November 2016

- Managed and assisted with statewide campaign resulting in victory in all Nebraska electoral districts to include NE-02
- Implemented and maintained Trump Talk for Colorado (and Nebraska)
- Deployed to Ohio for Battleground Deployment under Ohio SD Robert Paduchik
- Met and exceeded all outlined goals by RPD and campaign
- Nebraska floor whip for RNC National Convention
- Recruited and trained hundreds of dedicated volunteers for successful digital grassroots operations statewide
- Opened and managed operations of volunteer offices in Lincoln and Omaha, Nebraska
- Collaborated with staff from offices of Vice President-Elect, Nebraska Governor and Nebraska Republican Party to plan and execute rally event attended by more than 1,100

Adjunct Professor, PRSSA Mentor and Guest Lecturer

Lincoln, NE

University of Nebraska-Lincoln

June 2007 – Present

- Teaching ADPR 450 Public Relations Theory and Strategy
- Lecturing on Crisis Communications, Public Relations, and Marketing and Advertising Campaigns
- Mentoring students one-on-one through Public Relations Student Society of America

Director of Government Relations

Lincoln, NE

Platte Institute for Economic Research

March 2016 – Present

- Key public affairs manager and spokesperson for think tank
- Creates and executes annual legislative and executive branch outreach programs
- Works closely with the Directors of Policy and Communications to create overall strategy and messaging to communicate key policy points with elected officials and media
- Primary liaison with the state senators and staff, elected officials, and coalitions to promote economic research
- Tracks progress of relationships and legislation to systematically evaluate outcomes
- Builds relationships with legislative candidates
- Assists the Director of Policy in identifying research and publication needs based on feedback from legislators and other elected officials
- Responds quickly to media and legislative requests for information
- Testifies in legislative hearings and conducts media interviews

Communications, Public Affairs & Statewide Planning Director

Lincoln, NE

Nebraska Department of Natural Resources (DNR)

January 2015 – December 2015

- Directed public affairs and was lead spokesperson for the agency
- Led and developed strategic internal and external messaging plan; stakeholder engagement strategies; outreach and education communication efforts; and media and public relations
- Developed and managed inter-agency relationships with key government, business and educational leadership and staff regarding ongoing policy and media efforts
- Successfully built strong social media plan and presence including social media marketing, DNR rebranding, and web redesign resulting in 2nd most followed social media pages for Nebraska state agencies in less than 6 months (0 to 900 followers on Twitter, 34 to 3,300 likes on Facebook)
- Created agency marketing strategy based on implemented user surveys for DNR newsletter, Google analytics, and GovDelivery constituent services platform
- Managed marketing plan for successful employee charitable giving campaign (Cycle of Giving) for DNR and 12 other state agencies resulting in record participation
- Policy coordinator for national interest groups and DNR membership liaison
- Directed Statewide Planning Coordination per state statute for DNR with key state agencies and stakeholders both locally and nationally; created Statewide Planning Coordination Plan
- Identified and pitched key stories resulting in agency's first positive national media coverage and positive statewide media coverage

- Coordinated all media/press inquiries to include public information requests per state law

Communications Director & Spokesperson, Governor Dave Heineman *State of Nebraska*

February 2007 – January 2015

- Longest serving Communications Director for a sitting U.S. Governor; routinely working 60-80 hour weeks to meet and exceed expectations
- Led external communications and media strategy, Chief Spokesperson & Press Secretary to Governor, Lt. Governor and First Lady of Nebraska with more than 200 media outlets in Nebraska and nationwide media, actively promoting a policy-driven agenda
- Directed Governor's Communications Office to include all media pitches and inquiries, news conferences, media availabilities, news releases, media advisories, formal and informal talking points, public and private events, public schedules, weekly columns, articles, fact sheets, and website and social media content and interactions
- Wrote and/or edited more than 10,000 communication materials in 8 years now in historical record
- Monitored and provided innovative content for official website and social media sites
- Created original content for major speeches including eight State of the State speeches and Sine Die remarks, Legislative testimony for Governor and Cabinet members, public events, PSAs, advertisements, Nebraska marketing and branding materials, letters and public correspondence, proclamations, and official correspondence ranging from constituents to the President of the United States, as well as national and international leaders and celebrities
- Coordinated responses to public information requests in accordance to state law
- Senior Advisor to Governor, Lt. Governor, Cabinet Directors and Staff over all issues related to state government, including state and federal legislative policy, Nebraska's budget, P-16 education, infrastructure, health services, and economic development
- Provided media training for Cabinet Directors and Public Information Offices (PIOs)
- Responsible for developing and implementing strategic communications for local, state, national and international media outlets on both policy and non-policy based issues
- Instituted crisis communications and management of best practices for more than 40 state agencies, PIOs and strategic partners throughout the state which provide policy, legislative and budget information to the media and public on a daily basis
- Served as direct coordinator with 40 state agencies, including all State PIOs who report directly to Governor's Cabinet Directors to ensure harmonized messaging
- Coordinated Emergency and Crisis Communications for Nebraska's Homeland Security efforts and Emergency Management agencies on several disasters (including Ebola, H1N1, SARS, and one of America's first mall shooting), and leveraging national media coverage for emergency planning and response to major crisis and public health concerns
- Assisted in creation and implementation of successful marketing efforts re: business recruitment (Nebraska Advantage), veteran relocation (Hire Our Heroes), veteran suicide prevention (Not One More Life), wellness efforts (Governor's Wellness Awards), educational enhancement (Parental Involvement) and volunteerism (ServeNebraska)
- Served as a Federal delegation and Congressional liaison, responsible for maintaining lines of communications with staff and Members of the U.S. House and Senate
- Senior Delegate Representative for international relations and trade missions, helping institute and publicize efforts which directly led to billions of dollars in trade deals signed by the Governor for the State with various trade, government and business partners in numerous countries including: China, Japan, Hong Kong, Taiwan and Cuba

- Directly involved with planning, opening, and marketing Nebraska's first International Trade Offices in Japan and China including international marketing and media relations
- Assisted in statewide business recruitment and economic development efforts, including the Nebraska Advantage, resulting in billions of dollars in investment and thousands of new jobs, as well as state branding and veterans recruitment efforts

Governor Heineman's Liaison to National Governors Association (NGA) *Washington, D.C.*
2007 – 2015

- Assisted as liaison with U.S. Governors and staff through the NGA
- Developed positive, professional bipartisan relationships through multi-state project coordination including organizing and promoting multi-state efforts from economic development
- Assisted the Governor of Nebraska as Chair & Vice Chair of the NGA
- Presented at NGA meetings, including in-person briefings to Chiefs of Staff, Communications Directors, Office Managers, Schedulers and their staffs
- Coordinated with NGA staff on communications and policy issues
- Worked with NGA staff in developing and marketing Chair's Initiative on Growing State Economies, an economic development guide to growing businesses in the U.S.
- Coordinated with NGA and five Governor's Offices for regional NGA economic development summits hosted by a bipartisan selection of Governors in their states
- Staffed Gov. Heineman for two Governor meetings at the White House, meeting with President Obama, the First Lady, Vice President and Dr. Biden, key U.S. Secretaries
- Pitched and promoted national media coverage of NGA events
- Worked directly with Policy Research Office to develop and coordinate policy and messaging with NGA staff and other Governors' offices

Communications Director to U.S. Congressman Lee Terry *Washington, D.C.*
March 2004 – February 2007

- Served as Press Secretary, Spokesperson and Senior Advisor to U.S. Congressman representing Nebraska's 2nd Congressional District
- Responsible for strategic communications at local, state, national levels
- Directed and managed all internal and external communications strategies
- Wrote news releases, columns, talking points, speeches, and web/social media content
- Redesigned Congressional website with outside vendor to meet all federal laws
- Constructed and delivered communication and policy strategies with Speaker of the House Communication's staff at national level; Member of Speaker's Communications Strategy Team; Coordination with Members and staff of U.S. Senate and U.S. House
- Pitched positive news stories and responded to all media inquiries including Freedom Of Information Act (FOIA) requests according to federal law
- Built, strengthened and maintained professional and productive relationships with national and local media
- Assisted with media and policies related to the U.S. House of Representatives' Energy & Commerce Committee as well as the Subcommittees on Communications & Technology; Commerce, Manufacturing and Trade; and Energy and Power

MEDIA AND COMMUNICATIONS EXPERIENCE WHILE IN COLLEGE

Founder, Anomaly Advertising

Lawrence, KS & Kansas City, MO

2000 – 2004

- While in college, built a small freelance business focused on independent businesses
- Built marketing and advertising campaigns, managed contracts, and media relationships

New Media Specialist & Blogger, *Lawrence Journal World*

Lawrence, KS

2003 – 2004

- Assisted in creation of original blog presence for 25,000 daily online readership
- Helped pioneer one of the first social sites by a metropolitan paper

Marketing & Public Relations Coordinator, .downplay productions

Lawrence, KS

1999 – 2003

- Promoted national and local music events, working with the musicians and management
- Through our efforts, the music scene in Lawrence and Kansas City went from being a niche market to national recognition as an active area for local, independent musicians

Marketing & Public Relations Intern, On-Air Talent Assistant, KJHK

Lawrence, KS

1999 – 2001

- Assisted with marketing, community relations, and on-air assignments for radio station

Assistant/Intern to Reporter, WOWT, NBC

Omaha, NE

1996 – 1997

- Assisted on-air, investigative reporter whose beat included the Omaha metro area

ACTIVITIES

- Mentor, University of Nebraska, Public Relations Student Society of America (PRSSA)
- Guest Lecturer - Universities and colleges throughout Nebraska
- Lincoln Independent Business Association (LIBA)
- Daughters of the American Revolution
- Mayflower Compact Society
- Lincoln's U.S. Masters Swim Team (Founding Member)
- American Swimming Coaches Association (Certified competitive swimming coach)
- Heartland Honor Flight Guardian for World War II Veterans

EDUCATION

Bachelors of Science, Strategic Communications & Advertising

The University of Kansas

Minors: Communication Studies, English and Political Science

Master of Arts in Management with an Emphasis in Leadership

Doane University

Anticipated graduation: Summer 2018

GALLUP STRENGTHS

(1) Woo (2) Strategic (3) Achiever (4) Connectedness (5) Communication

REFERENCES

Former Nebraska Governor Dave Heineman (10 years)

Former U.S. Congressman Lee Terry (16 years)

Former Nebraska Attorney General Jon Bruning (12 years)

(contact information happily provided upon request)

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WANG, JENNIFER RAE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/20/2017					
FIRST ACTION					SECOND ACTION									
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 05-19-17			6-A. Code		6-B. Nature of Action							
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)			6-C. Code		6-D. Legal Authority							
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority							
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045483									
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 15	19. Step or Rate 10	20. Total Salary/Award 161900	21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 134776		20B. Locality Adj. 27124		20C. Adj. Basic Pay 161900		20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)					28. Annuitant Indicator					29. Pay Rate Determinant 7				
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 01/20/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA														
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 8		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks APPOINTMENT IS ON A PROVISIONAL BASIS. (b) (6) (b) (6) . (b) (6) YOU MAY BE CONVERTED TO A NONTEMPORARY APPOINTMENT BEFORE THIS APPOINTMENT EXPIRES. APPOINTMENT AFFIDAVIT EXECUTED 01/20/17. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) TEMPORARY TRANSITION SCHEDULE C (TTC) AUTHORITY FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. *** REMARKS CONTINUED ON THE NEXT PAGE ***														
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170350321 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 01/23/2017										

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WANG, JENNIFER RAE				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/20/2017															
FIRST ACTION						SECOND ACTION																	
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 05-19-17				6-A. Code		6-B. Nature of Action															
5-C. Code Y9K		5-D. Legal Authority SCH C, 213.3302(A)				6-C. Code		6-D. Legal Authority															
5-E. Code		5-F. Legal Authority				6-E. Code		6-F. Legal Authority															
7. FROM: Position Title and Number						15. TO: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045483																	
8. Pay Plan		9. Occ. Code		10. Grade or Level		11. Step or Rate		12. Total Salary		13. Pay Basis		16. Pay Plan GS		17. Occ. Code 0301		18. Grade or Level 15		19. Step or Rate 10		20. Total Salary/Award 161900		21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 134776		20B. Locality Adj. 27124		20C. Adj. Basic Pay 161900		20D. Other Pay 0									
14. Name and Location of Position's Organization						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC																	
EMPLOYEE DATA																							
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite						25. Agency Use		26. Veterans Preference for RIF (b) (6)									
27. FEGLI (b) (6)						28. Annuitant Indicator						29. Pay Rate Determinant 7											
30. Retirement Plan (b) (6)						31. Service Comp. Date (Leave) 01/20/2017						32. Work Schedule F FULL-TIME						33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA																							
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved						35. FLSA Category E E - Exempt N - Nonexempt						36. Appropriation Code						37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001						39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA																	
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 8		44. POSITION SENSITIVITY SPECIAL-SENSITIVE (
45. Remarks (b) (6)																							
46. Employing Department or Agency NN - NASA HEADQUARTERS												50. Signature/Authentication and Title of Approving Official 170350321 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN											
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 01/23/2017																			

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WANG, JENNIFER RAE						2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/26/2018	
FIRST ACTION						SECOND ACTION					
5-A. Code 317		5-B. Nature of Action RESIGNATION				6-A. Code		6-B. Nature of Action			
5-C. Code RPM		5-D. Legal Authority REG 715.202				6-C. Code		6-D. Legal Authority			
5-E. Code		5-F. Legal Authority				6-E. Code		6-F. Legal Authority			
7. FROM: Position Title and Number AA FOR COMMUNICATIONS NA000 1028276						15. TO: Position Title and Number					
8. Pay Plan ES		9. Occ. Code 0301		10. Grade or Level 00		11. Step or Rate 00		12. Total Salary 179700		13. Pay Basis PA	
12A. Basic Pay 179700		12B. Locality Adj. 0		12C. Adj. Basic Pay 179700		12D. Other Pay 0		16. Pay Plan		17. Occ. Code	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		18. Grade or Level		19. Step or Rate	
20A. Basic Pay		20B. Locality Adj.		20C. Adj. Basic Pay		20D. Other Pay		20. Total Salary/Award		21. Pay Basis	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC						22. Name and Location of Position's Organization					
EMPLOYEE DATA											
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%						24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6)	
27. FEGLI (b) (6)						28. Annuitant Indicator				29. Pay Rate Determinant 0	
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 02/28/2014		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period	
POSITION DATA											
34. Position Occupied 3 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888	
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA							
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 2		44. POSITION SENSITIVITY CRITICAL-SENSITIVE			
45. Remarks FORWARDING ADDRESS: (b) (6) (b) (6) EMPLOYEE SUBJECT TO POST-EMPLOYMENT RESTRICTIONS UNDER 18 U.S.C. 207 (C) (b) (6) (b) (6) DAYS DURING WHICH YOU ARE ELIGIBLE (b) (6) (b) (6) . YOU ARE ALSO ELIGIBLE (b) (6) (b) (6) MONTHS. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.											
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 180965511 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN					
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/23/2018							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WANG, JENNIFER RAE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 03/19/2017				
FIRST ACTION					SECOND ACTION								
5-A. Code 546		5-B. Nature of Action CONV TO SES NONCAREER APPT			6-A. Code		6-B. Nature of Action						
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority						
5-E. Code AWM		5-F. Legal Authority NONCAREER AND OPM FORM 1652			6-E. Code		6-F. Legal Authority						
7. FROM: Position Title and Number SPECIAL ASSISTANT TO ADMINISTRATOR AA000 1045483					15. TO: Position Title and Number AA FOR COMMUNICATIONS NA000 1028276								
8. Pay Plan GS		9. Occ. Code 0301	10. Grade or Level 15	11. Step or Rate 10	12. Total Salary 161900	13. Pay Basis PA	16. Pay Plan ES	17. Occ. Code 0301	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award 179700	21. Pay Basis PA	
12A. Basic Pay 134776		12B. Locality Adj. 27124		12C. Adj. Basic Pay 161900		12D. Other Pay 0	20A. Basic Pay 179700		20B. Locality Adj. 0		20C. Adj. Basic Pay 179700		20D. Other Pay 0
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC								
EMPLOYEE DATA													
23. Veterans Preference (b) (6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)			
27. FEGLI (b) (6)					28. Annuitant Indicator				29. Pay Rate Determinant 0				
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 02/28/2014		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA													
34. Position Occupied 3 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA										
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 14		43. SUPV STAT 2		44. POSITION SENSITIVITY CRITICAL-SENSITIVE					
45. Remarks SUBJECT TO SATISFACTORY COMPLETION OF ONE YEAR SES PROBATIONARY PERIOD BEGINNING 20170319. EMPLOYEE SUBJECT TO POST-EMPLOYMENT RESTRICTIONS UNDER 18 U.S.C. 207(C) FROZEN SERVICE NONE CREDITABLE MILITARY SERVICE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6). TENURE AS USED FOR 5 U.S.C. 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. PREVIOUS RETIREMENT COVERAGE: (b) (6). (b) (6). EMPLOYEE HAS GUARANTEED PLACEMENT RIGHTS DURING PROBATION. APPROVED BY AUTHORIZING OFFICIAL ON 03/18/2017 APPROVED BY OPM ON 03/08/2017 THIS POSITION HAS BEEN DESIGNATED FOR RANDOM DRUG TESTING UNDER E. O. 12564. RIGHTS AND RESPONSIBILITIES ARE PROVIDED IN NPR 3792.1. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.													
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 170795192 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN								
47. Agency (b) (6) NN10		Office ID 1881		49. Approval Date 04/21/2017									

Taylor Lynette Weeks

(b) (6)

EXPERIENCE:

Office of Senator John Cornyn (R-TX) – Washington, DC

Legislative Aide, May 2017-present

- Manage the team of five Legislative Correspondents as a direct supervisor
- Serve as liaison between senior and junior staff levels
- Edit and proof all correspondence leaving the office in order to maintain consistent messaging
- Assist the Senator with an issue portfolio including: Agriculture, Appropriations, Firearms, Government Affairs, Homeland Security, Small Business, Space, Trade, and Transportation
- Conduct research and office coordination during the legislative drafting process
- Maintain relationships with state and local government officials

Legislative Correspondent, July 2015-May 2017

- Assisted two Legislative Assistants with their portfolios in order to keep the Senator briefed on policies
- Conducted research necessary to formulate accurate and concise constituent correspondence
- Held meetings with stakeholders, constituents, and interest groups

Staff Assistant, July 2014-July 2015

- Drafted and edited congratulatory letters on behalf of the Senator
- Attended briefings on behalf of legislative staff
- Assisted with administrative responsibilities of the Republican Whip front office

Office of Congressman Rich Nugent (FL-11) – Washington, DC

Congressional Intern, July 2014

- Answered constituent phone calls and worked to resolve concerns and requests
- Responded to correspondence by drafting return letters
- Assisted staff with administrative tasks throughout the office

Texans for Greg Abbott – Lubbock, TX

Grassroots Outreach Intern, July 2013-May 2014

- Make weekly phone calls to prospective supporters
- Brainstormed ideas to increase visibility for Attorney General Abbott's gubernatorial race
- Attended conference calls with headquarters in Austin
- Promoted the Attorney General's events and rallies via social media

EDUCATION: Texas Tech University - graduation date: May 2014

- Bachelor of Arts - Political Science Major, Economics Minor
- Study Abroad Program - Seville, Spain: Summer 2013

INTERESTS:

- Junior League of Washington – member, 2016 - present
 - An organization of women committed to promoting voluntarism, developing the potential of women, and improving communities through the effective action and leadership of trained volunteers. Its purpose is exclusively educational and charitable.

(b) (6)

References available upon request

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WEEKS, TAYLOR LYNETTE					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 11/13/2018						
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number INTERGOVERNMENTAL AFFAIRS SPECIALIST VA010 1025982										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis		16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award		21. Pay Basis
									GS	0301	09	01	56233		PA
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 43857		20B. Locality Adj. 12376		20C. Adj. Basic Pay 56233		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS OUTREACH & INTERGOVMNTL AFFAIRS DIV WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 11/13/2018		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period							
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888						
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA												
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 11/13/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . APPOINTMENT IS INDEFINITE. POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT APPROVED BY OPM ON 11/15/2018. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 182144944 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 11/19/2018											

Megan Wenrich

(b) (6)

Work Experience

Congressman Jim Bridenstine (R)OK-1

Scheduler & Legislative Assistant

Scheduler & Legislative Aide

Scheduler

Washington D.C.

June 2017 – Current

July 2015 – June 2017

April 2014 – July 2015

- Responsible for leading the Congressman's agenda in scheduling requests, creating a response system while maintaining regular access for constituents to the Member and prioritizing as needed and remaining flexible to make instantaneous changes as needed.
- Secure weekly travel accommodations for the Congressman to provide his transportation into DC from Tulsa, OK and return flights.
- Provide the Congressman with vote recommendations on issue areas related to Education, Labor, Agriculture and Native Americans and identify legislation and letters corresponding with the Congressman's ideology for his consideration
- Staff and provided support for constituent meetings related to my policy areas providing the Congressman's position as needed.
- Handle franked mail reports, vouchers, spreadsheet reconciliation as well as other financial reports as needed by the office
- Ran point on collecting quotes, and preparing paperwork to replace the office copier.
- Responsible for assisting any and all official staff travel, including Hotel, Rental Car and Flight reservations.
- Support Inaugural ticket requests and distribution, including assigning and packaging tickets for constituents.

Congressman Todd Rokita (R)IN-4

Executive Assistant

Staff Assistant

Intern

Washington D.C.

March 2013 – April 2014

December 2012 – March 2013

July 2012 – December 2012

- Managed the Congressman's calendar for DC and district events creating dailies to prepare the Congressman with advance materials, memos, maps and background information. Responsible for incoming scheduling requests and personal mail directed to the Member, responded and prioritized.
- Supervised personal staff items such as parking and transit benefits as well as ID requests and our intern program.
- Provided personal transportation for the member while in the DC area, staffing him at evening events as needed.
- Answered the incoming constituent mail including drafting form letters and custom letters in Intranet Quorum.
- Handled all constituent tours and flag requests creating a new system for tracking requests on a staff calendar.
- Controlled Inaugural ticket requests and distribution, including correspondence and special accommodations.

Indiana House Republican Caucus

Member Services Intern

Indianapolis IN

December 2011 – March 2012

- Worked scheduling requests with three Representatives of the Indiana House Republicans as well as provided advance legislative memorandums in preparation for session activities.
- Recorded constituent requests and concerns via phone or e-mail and created mail pieces to respond.
- Scanned, sorted and replied to 1,000 surveys that provided the representatives with an issue base for their constituency.

Greg Ballard for Mayor

Political Intern

Indianapolis IN

September 2011 – November 2011

- Trained on Sales Force, Voter Vault and Victory Solutions.
- Operated phone banks making over 1,500 calls.
- Staffed events for and with the Mayor of Indianapolis.

Congressman Mike Pence (R)IN-6

Intern

Intern

Anderson IN | Washington DC

May 2011 – August 2011

May 2010 – August 2010

- Trained in Intranet Quorum to reply to constituent comments.
- First response on phones to direct calls and pass along constituent comments.
- Provided constituent tours of the Capitol.
- Attended hearings on subject matters and created memorandums.
- Read local papers for current local events and news clippings of the congressman.

Education

Butler University | Indianapolis, IN | May 2012 | BA: Political Science

- Sophomore and Junior Student Council
- Student Conduct and Appeals Board
- Marching and Basketball Bands
- International Student Orientation Guide

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WENRICH, MEGAN MIRANDA					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/14/2018					
FIRST ACTION					SECOND ACTION									
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action							
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority							
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority							
7. FROM: Position Title and Number					15. TO: Position Title and Number EXECUTIVE ASSISTANT AA000 1049557									
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 11	19. Step or Rate 06	20. Total Salary/Award 79377	21. Pay Basis PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 61907		20B. Locality Adj. 17470		20C. Adj. Basic Pay 79377		20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)					28. Annuitant Indicator					29. Pay Rate Determinant 0				
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 12/27/2012		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA														
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data (b) (6)			42. EDUC LVL 13		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 05/14/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.														
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 180870265 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/10/2018										

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) POWERS, MEGAN KELLY					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 04/30/2018					
FIRST ACTION					SECOND ACTION									
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action							
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority							
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority							
7. FROM: Position Title and Number					15. TO: Position Title and Number SENIOR ADVISOR/PRESS SECRETARY NA000 1031389									
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award	21. Pay Basis	
								GS	0301	13	01	96970	PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 75628		20B. Locality Adj. 21342		20C. Adj. Basic Pay 96970		20D. Other Pay 0
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFFICE OF COMMUNICATIONS WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0				
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 01/20/2017		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA														
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888				
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA										
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI						
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 04/30/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. (b) (6) . SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. ALL DATES SUBJECT TO VERIFICATION AND CHANGE UPON RECEIPT OF OFFICIAL PERSONNEL FOLDER APPROVED BY OPM ON 04/27/2018 IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.														
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 180777005 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/02/2018										

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) SYMONDS, TORI QUINN					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 04/15/2018						
FIRST ACTION					SECOND ACTION										
5-A. Code 893		5-B. Nature of Action REG WRI			6-A. Code		6-B. Nature of Action								
5-C. Code Q7M		5-D. Legal Authority REG 531.404			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number LEGISLATIVE AFFAIRS SPECIALIST VA010 1039053					15. TO: Position Title and Number LEGISLATIVE AFFAIRS SPECIALIST VA010 1039053										
8. Pay Plan GS	9. Occ. Code 0301	10. Grade or Level 11	11. Step or Rate 01	12. Total Salary 68036	13. Pay Basis PA	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 11	19. Step or Rate 02	20. Total Salary/Award 70304	21. Pay Basis PA				
12A. Basic Pay 53062		12B. Locality Adj. 14974		12C. Adj. Basic Pay 68036		12D. Other Pay 0		20A. Basic Pay 54831		20B. Locality Adj. 15473		20C. Adj. Basic Pay 70304		20D. Other Pay 0	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS OUTREACH & INTERGOVMNTL AFFAIRS DIV WASHINGTON,DC						22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR OFC OF LEGISLATIVE & INT. AFFAIRS OUTREACH & INTERGOVMNTL AFFAIRS DIV WASHINGTON,DC									
EMPLOYEE DATA															
23. Veterans Preference (b) (6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%						24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)				
27. FEGLI (b) (6)						28. Annuitant Indicator (b) (6)			29. Pay Rate Determinant 0						
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 04/03/2017		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888						
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON, DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks DATE OF LAST EQUIVALENT INCREASE 04/03/17. WORK PERFORMANCE IS AT AN ACCEPTABLE LEVEL OF COMPETENCE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 180760706 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN									
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 04/18/2018											

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WAKSMAN, JEFF LAWRENCE						2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 03/26/2018	
FIRST ACTION						SECOND ACTION					
5-A. Code 357		5-B. Nature of Action TERMINATION				6-A. Code		6-B. Nature of Action			
5-C. Code ZLM		5-D. Legal Authority SCH C, 213.3302(A)				6-C. Code		6-D. Legal Authority			
5-E. Code		5-F. Legal Authority				6-E. Code		6-F. Legal Authority			
7. FROM: Position Title and Number POLICY ANALYST AH030 1047193						15. TO: Position Title and Number					
8. Pay Plan GS		9. Occ. Code 0301		10. Grade or Level 14		11. Step or Rate 07		12. Total Salary 137508		13. Pay Basis PA	
12A. Basic Pay 107244		12B. Locality Adj. 30264		12C. Adj. Basic Pay 137508		12D. Other Pay 0		16. Pay Plan		17. Occ. Code	
12E. Grade or Level		12F. Step or Rate		12G. Total Salary		12H. Pay Basis		18. Grade or Level		19. Step or Rate	
20A. Basic Pay		20B. Locality Adj.		20C. Adj. Basic Pay		20D. Other Pay		20E. Grade or Level		20F. Step or Rate	
14. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR CHIEF OF STAFF OFFICE OF STRATEGY AND POLICY WASHINGTON,DC						22. Name and Location of Position's Organization					
EMPLOYEE DATA						23. Veterans Preference					
(b) (6)						24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite					
25. Agency Use						26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)						28. Annuitant Indicator					
29. Pay Rate Determinant 0						30. Retirement Plan (b) (6)					
31. Service Comp. Date (Leave) 01/20/2017						32. Work Schedule F FULL-TIME					
33. Part-Time Hours Per Biweekly Pay Period						34. Position Occupied 2 1 - Competitive Service 2 - SES General 3 - Excepted Service 4 - SES Career Reserved					
35. FLSA Category E E - Excepted N - Nonexcepted						36. Appropriation Code					
37. Bargaining Unit Status 7777						38. Duty Station Code 11-0010-001					
39. Duty Station (City - County - State or Overseas Location) WASHINGTON, DISTRICT OF COLUMBIA						40. Agency Data FUNC CLS 00 41 (b) (6)					
42. EDUC LVL 21						43. SUPV STAT 8					
44. POSITION SENSITIVITY CRITICAL-SENSITIVE						45. Remarks FORWARDING ADDRESS: (b) (6) NOT ENTITLED TO SEVERANCE PAY. (b) (6) IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.					
46. Employing Department or Agency NN - NASA HEADQUARTERS						50. Signature/Authentication and Title of Approving Official 180737655 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSIN					
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 04/17/2018							

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WENRICH, MEGAN MIRANDA					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 05/14/2018						
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C, 213.3348			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number EXECUTIVE ASSISTANT AA000 1049557										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis		16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award	21. Pay Basis	
									GS	0301	11	06	79377	PA	
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay 61907		20B. Locality Adj. 17470		20C. Adj. Basic Pay 79377		20D. Other Pay 0	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE ADMINISTRATOR WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference 1 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%					24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b) (6)					
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)					29. Pay Rate Determinant 0					
30. Retirement Plan (b) (6)				31. Service Comp. Date (Leave) 12/27/2012		32. Work Schedule F FULL-TIME				33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code				37. Bargaining Unit Status 8888					
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 13		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI							
45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 05/14/18. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) FROZEN SERVICE NONE EMPLOYEE IS AUTOMATICALLY COVERED (b) (6) . POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ENROLL IN A FEDERAL HEALTH BENEFITS PLAN AND APPLY FOR THE FEDERAL EMPLOYEES LONG TERM CARE INSURANCE PROGRAM USING AN ABBREVIATED UNDERWRITING APPLICATION. WITHIN 60 DAYS OF HIRE, YOU ARE ELIGIBLE TO ELECT OPTIONAL LIFE INSURANCE. IF YOU DID NOT SUBMIT FORM TSP-1, THEN ACCORDING TO PUBLIC LAW 111-31, YOU HAVE BEEN AUTOMATICALLY ENROLLED IN THE THRIFT SAVINGS PLAN (TSP) AT A CONTRIBUTION RATE OF 3% OF YOUR SALARY. YOU MAY OPT OUT OF CONTRIBUTIONS AT ANYTIME. SERVES AT THE WILL OF THE PRESIDENT APPOINTMENT IS INDEFINITE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE NSSC AT 1-877-677-2123.															
46. Employing Department or Agency NN - NASA HEADQUARTERS					50. Signature/Authentication and Title of Approving Official 180870265 / ELECTRONICALLY SIGNED BY: AMY ALEXANDER CHIEF, HR SERVICES DVSN										
47. Agency Code NN10		48. Personnel Office ID 1881		49. Approval Date 05/10/2018											

National Aeronautics and Space Administration

Headquarters
Washington, DC 20546-0001



August 15, 2018

Reply to Attn of: General Law Practice Group

TO: Jeffrey DeWit, Chief Financial Officer

FROM: Agency Counsel for Ethics, Alternate Designated Agency Ethics Official

SUBJECT: Impartiality Determination – 2018 ASU Congressional Conference

You have requested authorization in your role as Chief Financial Officer to attend and speak as a panel member at a conference sponsored by Arizona State University (ASU), the “2018 ASU Congressional Conference: Space Innovation.” This annual conference will take place on August 20, 2018 in Tempe Arizona. The conference is expected to attract two hundred attendees including 6-7 members of Congress from Arizona, Federal state and local officials, and representatives from industry and academia from Arizona and other parts of the southwestern U.S. All participants attend at the invitation of ASU, and there are no registration fees. The program will include speeches and panels addressing U.S. space policy as it relates to NASA management, education, participation by universities, and intergovernmental partnerships. NASA Administrator James Bridenstine will deliver the keynote address for the conference. You have been invited to attend and participate as a panelist, and Mr. Bridenstine would like for you to do so. You have been invited to participate on the panel “NewSpace: Commercial-Academic-Government partnerships” (hereinafter “New Space/Partnerships” panel), and alternatively on the panel “Education on the Future Workforce for Space” (hereinafter “Education/Workforce panel”). I hereby authorize your attendance and participation, as specified in this determination.

Although you do not have a conflict of interest pursuant to 18 U.S.C. § 208,¹ the Standards of Conduct for Employees of the Executive Branch provides that “an employee should not participate in a particular matter involving specific parties which he knows is likely to affect the financial interests of . . . a person with whom he has a covered relationship, if he determines that a reasonable person with knowledge of the relevant facts would question his impartiality in the matter.” 5 C.F.R. Part 2635.501(a). An employee has a covered relationship with “any person for whom the employee has, within the last year, served as officer, director, general partner, agent, attorney, consultant, contractor or employee . . .” 5 CFR Part 2635.502(a)(1). Because ASU is part of Arizona’s state government, your former employment as the State Treasurer of Arizona creates such a covered relationship. Moreover, under your ethics agreement to serve as

¹ You do not have a conflict of interest because with your resignation, you have no continuing financial interest in the state government of Arizona.

NASA's Chief Financial Officer (CFO), a Presidential appointment requiring U.S. Senate confirmation, you made the following commitment:

For a period of one year after my resignation, I will not participate personally and substantially in any particular matter involving specific parties in which I know the State of Arizona is a party or represents a party, unless I am first authorized to participate, pursuant to 5 C.F.R. § 2635.502(d).

To ensure compliance with your ethics requirements, you consulted with this office.²

After considering the relevant circumstances, I have concluded that a reasonable person would not be likely to question your impartiality in attending and participating in the 2018 ASU Congressional Conference. Representatives of industrial and academic organizations both from within and outside Arizona will attend, in addition to representatives of media organizations. No admission fees are charged, and no fundraising will take place. While policy matters of interest to ASU and other organizations attending the conference will be discussed, ASU has no direct pecuniary interest in whether or not you speak or attend. Accordingly, your participation as described in this memo will not have a direct and predictable effect on the financial interests of ASU or the state of Arizona.

Even if, *arguendo*, a reasonable person could question your impartiality in attending and participating in the 2018 ASU Congressional Conference, I find that your attendance and participation as described herein would satisfy the standard of 5 C.F.R. § 2635.502(d) for granting authorization to proceed under certain circumstances, despite a covered relationship. Where an employee's participation in a particular matter involving specific parties would raise a question in the mind of a reasonable person about his impartiality, the agency may authorize the employee to participate in the matter based on a determination, made in light of all relevant circumstances that the interest of the Government in the employee's participation outweighs the concern that a reasonable person may question the integrity of the agency's programs and operations. In assessing this situation, I have taken into consideration the following six, underlined factors:

1. The nature of the relationship involved

An employee has a covered relationship with "[a]ny person for whom the employee has, within the last year, served as [an] employee." Because you were employed by the state of Arizona before coming to NASA, you have a covered relationship with the Arizona state government for one year from your resignation. However, your employment relationship with the state government was not, nor expected to be, long term. Following election to a four-year term, you

² As an appointee subject to the President's ethics pledge in Executive Order 13770, paragraph 6 of the ethics pledge does not permit you, for two years following appointment, to "participate in any particular matter involving specific parties that is directly and substantially related to [your] former employer or former clients, including regulations and contracts." For reasons explained in footnote 3 of this memorandum, the activities authorized by this determination will comply with this restriction.

served as State Treasurer for three years and three months up to your resignation effective April 3, 2018, and you had already announced in April 2016 that you would not seek reelection.³

2. The effect that resolution of the matter would have upon the financial interest of the person involved in the relationship.

As stated above, your attendance at and participation in the 2018 ASU Congressional Conference will have no direct and predictable effect on the financial interests of ASU or the state of Arizona.

3. The nature and importance of the employee's role in the matter, including the extent to which the employee is called upon to exercise discretion in the matter.

As CFO, your role is integral to NASA's strategic direction, financial management, and congressional relations, including overseeing NASA's communications with Congress on agency appropriations. You exercise a very high degree of discretion in communicating with the congressional offices on NASA financial matters. As such, it is an Agency priority for you to communicate with members of Congress when, as at the 2018 ASU Congressional Conference, they are focused on NASA's policies and plans. It is also of high importance for you to hear the individual perspectives of key stakeholders in industry and academia as they relate to your NASA leadership role. Moreover, the panels on which you may participate, the New Space/Partnerships panel, and alternatively the Education/Workforce panel, are situated to address general policy issues not specific to any particular contracts or grants ASU or other Arizona state entities may have or seek.

4. The sensitivity of the matter:

The decision to attend or participate in the 2018 ASU Congressional Conference is not a sensitive matter.

5. The difficulty of reassigning the matter to another employee:

Attendees will include high-level representatives of industry and academic organizations, and up to seven members of the U.S. Congress. As NASA's CFO, you are an ambassador of NASA appointed by the President with Senate confirmation, a stature commensurate with that of other presenters. A subordinate attending in your place would not be seen as speaking for Agency leadership as you would be, and in this setting would not project the same level of Agency interest in the attendees' views as your participation would.

6. Adjustments that may be made in the employee's duties that would reduce or eliminate the likelihood that a reasonable person would question the employee's impartiality.

While no adjustments to your duties are contemplated, the prospect that attending and participating as described herein would lead a reasonable person with knowledge of the facts to

³ "Why state Treasurer Jeff DeWit won't run for reelection," azcentral.com, April 6, 2016, <https://www.azcentral.com/story/news/politics/politicalinsider/2016/04/06/arizona-treasurer-jeff-dewit-wont-run-re-election/82676892/>

question your impartiality is mitigated by the fact that the Administrator has determined that you should attend to advance NASA's objectives. Moreover, as described below, should anyone seek to communicate with you about a particular matter involving ASU or the state of Arizona, you will decline to do so.

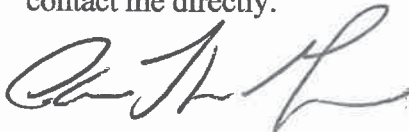
DETERMINATION:

I conclude that a reasonable person with knowledge of the relevant facts would not question your impartiality in attending and participating in the 2018 ASU Congressional Conference.

Moreover, even if, *arguendo*, a reasonable person could somehow question your impartiality in doing so, I hereby authorize you to attend and participate in the conference. As NASA's CFO, it is important for you to represent the Agency to communicate with and hear the views of national and regional stakeholders. I therefore determine that the interest of the U.S. Government in your attendance at the 2018 ASU Congressional Conference, and your participation as a speaker in the Education/Workforce and/or New Space/Partnerships panels outweighs the concern that a reasonable person may question the integrity of the Agency's programs and operations.

While the conference is focused on broad policy matters, as could be the case at any conference representatives of ASU and or the Arizona state government may seek to speak with you about particular matters in which the state of Arizona, ASU, or other Arizona state government entities have an interest, such as contract or grants. Such conversations are not authorized by this determination. Accordingly, to comply with the legal requirements discussed herein, you should decline to engage in such conversations, whether during your panel remarks, in private discussions, or in other contexts. Subject to this qualification, you are authorized to attend, and participate as a speaker on the New Space/Partnerships panel and/or the Workforce/Education panel for this gathering.⁴

If you have any questions regarding this determination, or if your circumstances change, please contact me directly.



Adam F. Greenstone

cc:

Mr. Bridenstine, Administrator

⁴ As a non-career appointee subject to the President's ethics pledge in executive order 13770, you are by virtue of paragraph 6 of the ethics pledge also not permitted, for two years following appointment, to "participate in any particular matter involving specific parties that is directly and substantially related to my former employer or former clients, including regulations and contracts." However, paragraph 6 of the ethics pledge is interpreted not to prohibit official speaking engagements unless there would be a demonstrable financial effect on a former employer. See U.S. Office of Government Ethics Memorandum DO-09-020, May 26, 2009. No such demonstrable financial effect would accrue to ASU or the state of Arizona here, as your participation at the 2018 ASU Congressional Conference would have no demonstrable financial effect on your former employer. Accordingly, your participation subject to the parameters in this impartiality determination would comply with paragraph 6 of the ethics pledge.

cc (cont.):

Mr. Jurczyk, Associate Administrator
Mr. Cremins, Chief of Staff (Acting)
Ms. Thompson-King, General Counsel
